

MINUTES OF THE CITY COUNCIL COMMITTEE
TUESDAY, DECEMBER 12, 2023

23-0014

HOUSING AND HOMELESSNESS SOLUTIONS
CITY COUNCIL CHAMBER, CITY HALL/VIDEO CONFERENCE
COUNCILMEMBER JESSE MORENO, PRESIDING

PRESENT: [4] Moreno, West, Gracey, Willis

ABSENT: [1] Mendelsohn

The meeting was called to order at 9:06 a.m. with a quorum of the committee present.

The meeting agenda, posted in accordance with Chapter 551, "OPEN MEETINGS," of the Texas Government Code, was presented.

After all business properly brought before the committee had been considered, the meeting adjourned at 10:04 a.m.

Chair

ATTEST:

City Secretary Staff

Date Approved

The agenda is attached to the minutes of this meeting as EXHIBIT A.

The actions taken on each matter considered by the committee are attached to the minutes of this meeting as EXHIBIT B.

The briefing materials are attached to the minutes of this meeting as EXHIBIT C.

MINUTES OF THE CITY COUNCIL COMMITTEE
TUESDAY, DECEMBER 12, 2023

EXHIBIT A

RECEIVED

2023 DEC - 8 PM 4:47

**CITY SECRETARY
DALLAS, TEXAS**

City of Dallas

*1500 Marilla Street,
Council Chambers, 6th Floor
Dallas, Texas 75201*

Public Notice

23 1118

POSTED CITY SECRETARY
DALLAS, TX



Housing and Homelessness Solutions Committee

December 12, 2023

9:00 AM

2023 CITY COUNCIL APPOINTMENTS

COUNCIL COMMITTEE	
ECONOMIC DEVELOPMENT Atkins (C), Narvaez (VC), Arnold, Bazaldua, Ridley, Stewart, West	GOVERNMENT PERFORMANCE AND FINANCIAL MANAGEMENT West (C), Blackmon (VC), Mendelsohn, Moreno, Resendez
HOUSING AND HOMELESSNESS SOLUTIONS Moreno (C), Mendelsohn (VC), Gracey, West, Willis	PARKS, TRAILS, AND THE ENVIRONMENT Stewart (C), Moreno (VC), Arnold, Bazaldua, Blackmon, Narvaez, West
PUBLIC SAFETY Mendelsohn (C), Stewart (VC), Atkins, Moreno, Willis	QUALITY OF LIFE, ARTS, AND CULTURE Bazaldua (C), Resendez (VC), Blackmon, Gracey, Ridley, Schultz, Willis
TRANSPORTATION AND INFRASTRUCTURE Narvaez (C), Gracey (VC), Atkins, Mendelsohn, Resendez, Schultz, Stewart	WORKFORCE, EDUCATION, AND EQUITY Schultz (C), Arnold (VC), Bazaldua, Blackmon, Resendez, Ridley, Willis
AD HOC COMMITTEE ON ADMINISTRATIVE AFFAIRS Atkins (C), Mendelsohn, Moreno,	AD HOC COMMITTEE ON GENERAL INVESTIGATING AND ETHICS Mendelsohn (C), Gracey, Johnson, Schultz, Stewart
AD HOC COMMITTEE ON JUDICIAL NOMINATIONS Ridley (C), Resendez, West	AD HOC COMMITTEE ON LEGISLATIVE AFFAIRS Mendelsohn (C), Atkins, Gracey, Narvaez, Stewart
AD HOC COMMITTEE ON PENSIONS Atkins (C), Blackmon, Mendelsohn, Moreno, Resendez, Stewart, West, Willis	AD HOC COMMITTEE ON PROFESSIONAL SPORTS RECRUITMENT AND RETENTION Gracey (C), Blackmon, Johnson, Moreno, Narvaez, Resendez, Schultz

(C) – Chair, (VC) – Vice Chair

Note: A quorum of the Dallas City Council may attend this Council Committee meeting.

General Information

The Dallas Council Committees regularly meet on Mondays beginning at 9:00 a.m. and 1:00 p.m. in the Council Chambers, 6th floor, City Hall, 1500 Marilla. Council Committee agenda meetings are broadcast live on [bit.ly/ cityofdallastv](http://bit.ly/cityofdallastv) and on Time Warner City Cable Channel 16.

Sign interpreters are available upon request with a 48-hour advance notice by calling (214) 670-5208 V/TDD. The City of Dallas is committed to compliance with the Americans with Disabilities Act. **The Council agenda is available in alternative formats upon request.**

If you have any questions about this agenda or comments or complaints about city services, call 311.

Rules of Courtesy

City Council meetings bring together citizens of many varied interests and ideas. To insure fairness and orderly meetings, the Council has adopted rules of courtesy which apply to all members of the Council, administrative staff, news media, citizens and visitors. These procedures provide:

- That no one shall delay or interrupt the proceedings, or refuse to obey the orders of the presiding officer.
- All persons should refrain from private conversation, eating, drinking and smoking while in the Council Chamber.
- Posters or placards must remain outside the Council Chamber.
- No cellular phones or audible beepers allowed in Council Chamber while City Council is in session.

"Citizens and other visitors attending City Council meetings shall observe the same rules of propriety, decorum and good conduct applicable to members of the City Council. Any person making personal, impertinent, profane or slanderous remarks or who becomes boisterous while addressing the City Council or while attending the City Council meeting shall be removed from the room if the sergeant-at-arms is so directed by the presiding officer, and the person shall be barred from further audience before the City Council during that session of the City Council. If the presiding officer fails to act, any member of the City Council may move to require enforcement of the rules, and the affirmative vote of a majority of the City Council shall require the presiding officer to act." Section 3.3(c) of the City Council Rules of Procedure.

Información General

Los Comités del Concejo de la Ciudad de Dallas se reúnen regularmente los lunes en la Cámara del consejo en el sexto piso del Ayuntamiento, 1500 Marilla, a partir de las 9:00 a.m. y la 1:00 p.m. Las reuniones de la agenda del Comité del Consejo se transmiten en vivo por la estación de [bit.ly/ cityofdallastv](http://bit.ly/cityofdallastv) y por cablevisión en la estación *Time Warner City Cable* Canal 16.

Intérpretes para personas con impedimentos auditivos están disponibles si lo solicita con 48 horas de anticipación llamando al (214) 670-5208 (aparato auditivo V/TDD). La Ciudad de Dallas se esfuerza por cumplir con el decreto que protege a las personas con impedimentos, *Americans with Disabilities Act*. **La agenda del Ayuntamiento está disponible en formatos alternos si lo solicita.**

Si tiene preguntas sobre esta agenda, o si desea hacer comentarios o presentar quejas con respecto a servicios de la Ciudad, llame al 311.

Reglas de Cortesía

Las asambleas del Ayuntamiento Municipal reúnen a ciudadanos de diversos intereses e ideologías. Para asegurar la imparcialidad y el orden durante las asambleas, el Ayuntamiento ha adoptado ciertas reglas de cortesía que aplican a todos los miembros del Ayuntamiento, al personal administrativo, personal de los medios de comunicación, a los ciudadanos, y a visitantes. Estos reglamentos establecen lo siguiente:

- Ninguna persona retrasará o interrumpirá los procedimientos, o se negará a obedecer las órdenes del oficial que preside la asamblea.
- Todas las personas deben abstenerse de entablar conversaciones, comer, beber y fumar dentro de la cámara del Ayuntamiento.
- Anuncios y pancartas deben permanecer fuera de la cámara del Ayuntamiento.
- No se permite usar teléfonos celulares o enlaces electrónicos (*paggers*) audibles en la cámara del Ayuntamiento durante audiencias del Ayuntamiento Municipal

"Los ciudadanos y visitantes presentes durante las asambleas del Ayuntamiento Municipal deben de obedecer las mismas reglas de comportamiento, decoro y buena conducta que se aplican a los miembros del Ayuntamiento Municipal. Cualquier persona que haga comentarios impertinentes, utilice vocabulario obsceno o difamatorio, o que al dirigirse al Ayuntamiento lo haga en forma escandalosa, o si causa disturbio durante la asamblea del Ayuntamiento Municipal, será expulsada de la cámara si el oficial que este presidiendo la asamblea así lo ordena. Además, se le prohibirá continuar participando en la audiencia ante el Ayuntamiento Municipal. Si el oficial que preside la asamblea no toma acción, cualquier otro miembro del Ayuntamiento Municipal puede tomar medidas para hacer cumplir las reglas establecidas, y el voto afirmativo de la mayoría del Ayuntamiento Municipal precisará al oficial que este presidiendo la sesión a tomar acción." Según la sección 3.3 (c) de las reglas de procedimientos del Ayuntamiento.

Handgun Prohibition Notice for Meetings of Governmental Entities

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"De acuerdo con la sección 30.06 del código penal (ingreso sin autorización de un titular de una licencia con una pistola oculta), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola oculta."

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

"De acuerdo con la sección 30.07 del código penal (ingreso sin autorización de un titular de una licencia con una pistola a la vista), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola a la vista."

"Pursuant to Section 46.03, Penal Code (places weapons prohibited), a person may not carry a firearm or other weapon into any open meeting on this property."

"De conformidad con la Sección 46.03, Código Penal (coloca armas prohibidas), una persona no puede llevar un arma de fuego u otra arma a ninguna reunión abierta en esta propiedad."

This Council Committee meeting will be held by videoconference and in the Council Chambers, 6th Floor at City Hall.

The public may attend the meeting virtually, however, City Hall is available for those wishing to attend the meeting in person. The meeting will be broadcast live on Spectrum Cable Channel 16 and online at bit.ly/cityofdallastv.

The public may also listen to the meeting as an attendee at the following videoconference link:

<https://dallascityhall.webex.com/dallascityhall/j.php?MTID=mdc94b23c7388d42d36c440a03a8bba7d>

Call to Order

MINUTES

- A [23-3218](#) Approval of the November 14, 2023 Housing and Homelessness Solutions Committee Meeting Minutes

Attachments: [Minutes](#)

BRIEFING ITEMS

- B [23-3206](#) Citizens Homelessness Commission - Roles & Responsibilities
[Christine Crossley, Director, Office of Homeless Solutions]

Attachments: [Presentation](#)

- C [23-3207](#) Overview of Upcoming Agenda Item: Home Improvement & Preservation Program Amendment
[Thor Erickson, Assistant Director, Neighborhood Revitalization]

Attachments: [Presentation](#)

BRIEFING MEMOS

- D [23-3208](#) 1950 Fort Worth Avenue Property Update
[Christine Crossley, Director, Office of Homeless Solutions; Cynthia Rogers-Ellickson, Interim Director, Department of Housing & Neighborhood Revitalization; Darwin Wade, Assistant Director, Department of Housing & Neighborhood Revitalization]

Attachments: [Briefing Memorandum](#)

- E [23-3209](#) Department of Housing and Neighborhood Revitalization and Office of Homeless Solutions - Glossary of Terms
[Christine Crossley, Director, Office of Homeless Solutions; Cynthia Rogers-Ellickson, Interim Director, Department of Housing & Neighborhood Revitalization; Darwin Wade, Assistant Director, Department of Housing & Neighborhood Revitalization]

Attachments: [Briefing Memorandum](#)

- F [23-3210](#) Office of Homeless Solutions Upcoming Agenda Item #46 - Dallas County 4150 Independence Road Subrecipient Agreement: Authorize (1) rescinding Resolution No. 22-1011, previously approved on June 22, 2022 that authorized the execution of an interlocal agreement with Dallas County ("County") to accept funds in an amount not to exceed \$10,000,000.00; (2) the acceptance of a \$2,500,000.00 grant from the County's allocated American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Grant Funds; and (3) execution of a subrecipient agreement using such funds for the redevelopment, renovation, and construction of 4150 Independence Drive, Dallas, Texas 75237 (city-owned real property) to provide supportive housing and services for households at or below the 30 percent Area Median Income for the period December 13, 2023 through September 30, 2026 - Not to exceed \$2,500,000.00 - Financing: FY22 Dallas County ARPA Grant Funds [Christine Crossley, Director, Office of Homeless Solutions]

Attachments: [Briefing Memorandum](#)

- G [23-3211](#) Office of Homeless Solutions Upcoming Agenda Items - #45, #47, #48, and #49 [Christine Crossley, Director, Office of Homeless Solutions]
- a. Item #45: Authorize (1) preliminary adoption of Substantial Amendment No. 1 to the Fiscal Year 2023-24 Action Plan for HOME Investment Partnerships Program American Rescue Plan Act Grant Funds for Homelessness Assistance and Supportive Services and (2) a public hearing to be held on January 24, 2024 to receive comments on the proposed use of funds.
 - b. Item #47: Authorize (1) the ratification of the City Manager's purchase of consulting services provided by Wright Choice Group, LLC from October 1, 2023 through December 12, 2023 relating to the city-owned property located at 2929 South Hampton Road, not to exceed \$34,200.00; and (2) a 14-month contract with Wright Choice Group, LLC for consultant services related to 2929 South Hampton Road, not to exceed \$144,333.00.
 - c. Item #48: Authorize acceptance of a grant from the Texas Department of Housing and Community Affairs in the amount of \$164,293.00 to provide services to the homeless through the Homeless Housing and Services Program for the period of September 1, 2023 through May 31, 2024.
 - d. Item #49: Authorize the City Manager to execute Supplemental Agreement No. 4 to add funding in the amount of \$164,293.00 with Bridge Steps for the management and all operational responsibility of the City's homeless shelter facility for Fiscal Year 2023-24.

Attachments: [Briefing Memorandum](#)

FORECAST

- H [23-3223](#) Committee Forecast

Attachments: [Forecast](#)

UPCOMING AGENDA ITEMS

- I [23-3213](#) **Department of Housing & Neighborhood Revitalization:** Authorize an increase in the development loan agreement with Cypress Creek Montfort Drive, LP, or its affiliate in the amount of \$7,646,555.00, for the development of Cypress Creek Apartment Homes at Montfort, a 168-unit mixed income multifamily complex located at 14119 Montfort Drive, Dallas, Texas 75254 - Not to exceed \$7,646,555.00, from \$4,100,000.00 to \$11,746,555.00 - Financing: Community Development Block Grant Funds Disaster Recovery

- J [23-3214](#) **Department of Housing & Neighborhood Revitalization:** Authorize an amendment to Resolution No. 23-0689, which previously authorized \$4,618,487.00 in HOME Investment Partnership Funds (HOME) in a development loan agreement and security documents with TX Ferguson 2022, Ltd., or affiliate(s) thereof (Applicant) and \$3,965,000.00 in Community Development Block Grant Disaster Recovery Funds (CDBG-DR) in a development loan agreement and security documents with the City of Dallas Housing Finance Corporation or affiliate(s) thereof for the development of Estates at Ferguson, a 164-unit mixed-income affordable 2023 Non-Competitive 4% Housing Tax Credit (4% HTC) multi-family development for seniors to: (1) substitute the funding sources and amounts with Mixed Income Housing Development Bonus Fund (MIHDB), 2012 General Obligation Bond Fund Housing Demand Driven Projects Fund, and 2012 General Obligation Bond Fund Joppa Neighbor Project SD Fund; (2) substitute codes for notes receivables and interest payments for MIHDB Fund; and (3) substitute the funding source for the development loan agreement with the Dallas Housing Finance Corporation (DHFC), or an affiliate(s) thereof in an amount an amount not to exceed \$3,965,000.00 with Mixed Income Housing Development Bonus Fund - Not to exceed \$8,236,511.64, from \$8,583,487.00 to \$8,236,511.64 - Financing: Mixed Income Housing Development Bonus Fund (\$7,584,165.54), 2012 General Obligation Bond Fund Housing Demand Driven Projects Fund (\$612,346.10), and 2012 General Obligation Bond Fund Joppa Neighbor Project SD Fund (\$40,000.00)
- K [23-3219](#) **Office of Homeless Solutions:** Authorize (1) preliminary adoption of Substantial Amendment No. 1 to the FY 2023-24 Action Plan for HOME Investment Partnerships Program American Rescue Plan Act Grant Funds for Homelessness Assistance and Supportive Services from the U.S. Department of Housing and Urban Development to reallocate funds in the total amount of \$5,148,311.00 in HOME funds from Tenant Based Rental Assistance to Supportive Services in the amount of \$5,116,875.00 and to Administration and Planning in the amount of \$31,436.00, to continue supportive services and administration for the expanded R.E.A.L. Time Rapid Re-Housing Program; and (2) a public hearing to be held on January 24, 2024 to receive comments on the proposed use of funds - Financing: No cost consideration to the City
- L [23-3220](#) **Office of Homeless Solutions:** Authorize (1) the ratification of the City Manager's purchase of consulting services provided by Wright Choice Group, LLC from October 1, 2023 through December 12, 2023 relating to the city-owned property located at 2929 South Hampton Road, Dallas, Texas 75233 for the Office of Homeless Solutions not to exceed \$34,200.00; and (2) a contract with Wright Choice Group, LLC for the term of fourteen (14) months for consultant services to include meeting design and facilitation services, plan development, and project recommendations, starting on December 13, 2023, for city-owned property located at 2929 South Hampton Road, Dallas, Texas 75233 for persons experiencing housing instability or homelessness in an amount not to exceed \$110,133.00 - Total not to exceed \$144,333.00 - Financing: General Fund (subject to annual appropriations)

- M [23-3221](#) **Office of Homeless Solutions:** Authorize the (1) acceptance of a grant from the Texas Department of Housing and Community Affairs (“TDHCA”) in the amount of \$164,293.00 to provide services to the homeless through the Homeless Housing and Services Program, for the period September 1, 2023 through May 31, 2024; (2) establishment of appropriations in an amount not to exceed \$164,293.00 in the FY 2022 TDHCA-Homeless Housing and Services Program Reallocation Fund; (3) receipt and deposit of funds in an amount not to exceed \$164,293.00 in the FY 2022 TDHCA-Homeless Housing and Services Program Reallocation Fund; (4) City Manager to enter into, represent the City with respect to, and execute, the contract with TDHCA for FY 2022 TDHCA-Homeless Housing and Services Program Reallocation Fund; and (5) execution of the grant agreement and all terms, conditions, and documents required by the agreement - Not to exceed \$164,293.00 - Financing: Texas Department of Housing and Community Affairs Grant Funds

ADJOURNMENT

EXECUTIVE SESSION NOTICE

A closed executive session may be held if the discussion of any of the above agenda items concerns one of the following:

1. seeking the advice of its attorney about pending or contemplated litigation, settlement offers, or any matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act. [Tex. Govt. Code §551.071]
2. deliberating the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.072]
3. deliberating a negotiated contract for a prospective gift or donation to the city if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.073]
4. deliberating the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee unless the officer or employee who is the subject of the deliberation or hearing requests a public hearing. [Tex. Govt. Code §551.074]
5. deliberating the deployment, or specific occasions for implementation, of security personnel or devices. [Tex. Govt. Code §551.076]
6. discussing or deliberating commercial or financial information that the city has received from a business prospect that the city seeks to have locate, stay or expand in or near the city and with which the city is conducting economic development negotiations; or deliberating the offer of a financial or other incentive to a business prospect. [Tex Govt. Code §551.087]
7. deliberating security assessments or deployments relating to information resources technology, network security information, or the deployment or specific occasions for implementations of security personnel, critical infrastructure, or security devices. [Tex Govt. Code §551.089]

MINUTES OF THE CITY COUNCIL COMMITTEE
TUESDAY, DECEMBER 12, 2023

EXHIBIT B

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

DECEMBER 12, 2023

Item A: Approval of the November 14, 2023 Housing and Homelessness Solutions Committee Meeting Minutes

Councilmember West moved to adopt the minutes as presented.

Motion seconded by Councilmember Willis and unanimously adopted. (Mendelsohn absent)

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

DECEMBER 12, 2023

BRIEFING ITEMS

Item B: Citizens Homelessness Commission - Roles & Responsibilities

The following individuals briefed the committee on the item:

- Christine Crossley, Director, Office of Homeless Solutions;
- Shanee Weston, Senior Commission/Board Coordinator, Mayor & City Council Office;
and
- Kimberly Bizer Tolbert, Deputy City Manager, City Manager's Office

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

DECEMBER 12, 2023

BRIEFING ITEMS

Item C: Overview of Upcoming Agenda Item: Home Improvement & Preservation Program Amendment

The following individuals briefed the committee on the item:

- Thor Erickson, Assistant Director, Neighborhood Revitalization; and
- Cynthia Rogers-Ellickson, Assistant Director, Department of Housing & Neighborhood Revitalization

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

DECEMBER 12, 2023

BRIEFING MEMOS

- Item D: 1950 Fort Worth Avenue Property Update
- Item E: Department of Housing and Neighborhood Revitalization and Office of Homeless Solutions - Glossary of Terms
- Item F: Office of Homeless Solutions Upcoming Agenda Item #46 - Dallas County 4150 Independence Road Subrecipient Agreement: Authorize (1) rescinding Resolution No. 22-1011, previously approved on June 22, 2022 that authorized the execution of an interlocal agreement with Dallas County (“County”) to accept funds in an amount not to exceed \$10,000,000.00; (2) the acceptance of a \$2,500,000.00 grant from the County’s allocated American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Grant Funds; and (3) execution of a subrecipient agreement using such funds for the redevelopment, renovation, and construction of 4150 Independence Drive, Dallas, Texas 75237 (city-owned real property) to provide supportive housing and services for households at or below the 30 percent Area Median Income for the period December 13, 2023 through September 30, 2026 - Not to exceed \$2,500,000.00 - Financing: FY22 Dallas County ARPA Grant Funds
- Item G: Office of Homeless Solutions Upcoming Agenda Items - #45, #47, #48, and #49
- a. Item #45: Authorize (1) preliminary adoption of Substantial Amendment No. 1 to the Fiscal Year 2023-24 Action Plan for HOME Investment Partnerships Program American Rescue Plan Act Grant Funds for Homelessness Assistance and Supportive Services and (2) a public hearing to be held on January 24, 2024 to receive comments on the proposed use of funds.
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 - c. Item #48: Authorize acceptance of a grant from the Texas Department of Housing and Community Affairs in the amount of \$164,293.00 to provide services to the homeless through the Homeless Housing and Services Program for the period of September 1, 2023 through May 31, 2024.
 - d. Item #49: Authorize the City Manager to execute Supplemental Agreement No. 4 to add funding in the amount of \$164,293.00 with Bridge Steps for the management and all operational responsibility of the City’s homeless shelter facility for Fiscal Year 2023 - 24.

The committee discussed the items.

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

DECEMBER 12, 2023

FORECAST

Item H: Committee Forecast

The committee discussed the item.

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

DECEMBER 12, 2023

UPCOMING AGENDA ITEMS

- Item I: **Department of Housing & Neighborhood Revitalization:** Authorize an increase in the development loan agreement with Cypress Creek Montfort Drive, LP, or its affiliate in the amount of \$7,646,555.00, for the development of Cypress Creek Apartment Homes at Montfort, a 168-unit mixed income multifamily complex located at 14119 Montfort Drive, Dallas, Texas 75254 - Not to exceed \$7,646,555.00, from \$4,100,000.00 to \$11,746,555.00 - Financing: Community Development Block Grant Funds Disaster Recovery
- Item J: **Department of Housing & Neighborhood Revitalization:** Authorize an amendment to Resolution No. 23-0689, which previously authorized \$4,618,487.00 in HOME Investment Partnership Funds (HOME) in a development loan agreement and security documents with TX Ferguson 2022, Ltd., or affiliate(s) thereof (Applicant) and \$3,965,000.00 in Community Development Block Grant Disaster Recovery Funds (CDBG-DR) in a development loan agreement and security documents with the City of Dallas Housing Finance Corporation or affiliate(s) thereof for the development of Estates at Ferguson, a 164-unit mixed-income affordable 2023 Non-Competitive 4% Housing Tax Credit (4% HTC) multi-family development for seniors to: (1) substitute the funding sources and amounts with Mixed Income Housing Development Bonus Fund (MIHDB), 2012 General Obligation Bond Fund Housing Demand Driven Projects Fund, and 2012 General Obligation Bond Fund Joppa Neighbor Project SD Fund; (2) substitute codes for notes receivables and interest payments for MIHDB Fund; and (3) substitute the funding source for the development loan agreement with the Dallas Housing Finance Corporation (DHFC), or an affiliate(s) thereof in an amount an amount not to exceed \$3,965,000.00 with Mixed Income Housing Development Bonus Fund - Not to exceed \$8,236,511.64, from \$8,583,487.00 to \$8,236,511.64 - Financing: Mixed Income Housing Development Bonus Fund (\$7,584,165.54), 2012 General Obligation Bond Fund Housing Demand Driven Projects Fund (\$612,346.10), and 2012 General Obligation Bond Fund Joppa Neighbor Project SD Fund (\$40,000.00)
- Item K: **Office of Homeless Solutions:** Authorize (1) preliminary adoption of Substantial Amendment No. 1 to the FY 2023-24 Action Plan for HOME Investment Partnerships Program American Rescue Plan Act Grant Funds for Homelessness Assistance and Supportive Services from the U.S. Department of Housing and Urban Development to reallocate funds in the total amount of \$5,148,311.00 in HOME funds from Tenant Based Rental Assistance to Supportive Services in the amount of \$5,116,875.00 and to Administration and Planning in the amount of \$31,436.00, to continue supportive services and administration for the expanded R.E.A.L. Time Rapid Re-Housing Program; and (2) a public hearing to be held on January 24, 2024 to receive comments on the proposed use of funds - Financing: No cost consideration to the City

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

DECEMBER 12, 2023

UPCOMING AGENDA ITEMS (cont.)

Item L: Office of Homeless Solutions: Authorize (1) the ratification of the City Manager’s purchase of consulting services provided by Wright Choice Group, LLC from October 1, 2023 through December 12, 2023 relating to the city-owned property located at 2929 South Hampton Road, Dallas, Texas 75233 for the Office of Homeless Solutions not to exceed \$34,200.00; and (2) a contract with Wright Choice Group, LLC for the term of fourteen (14) months for consultant services to include meeting design and facilitation services, plan development, and project recommendations, starting on December 13, 2023, for city-owned property located at 2929 South Hampton Road, Dallas, Texas 75233 for persons experiencing housing instability or homelessness in an amount not to exceed \$110,133.00 - Total not to exceed \$144,333.00 - Financing: General Fund (subject to annual appropriations)

Item M: Office of Homeless Solutions: Authorize the (1) acceptance of a grant from the Texas Department of Housing and Community Affairs (“TDHCA”) in the amount of \$164,293.00 to provide services to the homeless through the Homeless Housing and Services Program, for the period September 1, 2023 through May 31, 2024; (2) establishment of appropriations in an amount not to exceed \$164,293.00 in the FY 2022 TDHCA-Homeless Housing and Services Program Reallocation Fund; (3) receipt and deposit of funds in an amount not to exceed \$164,293.00 in the FY 2022 TDHCA-Homeless Housing and Services Program Reallocation Fund; (4) City Manager to enter into, represent the City with respect to, and execute, the contract with TDHCA for FY 2022 TDHCA-Homeless Housing and Services Program Reallocation Fund; and (5) execution of the grant agreement and all terms, conditions, and documents required by the agreement - Not to exceed \$164,293.00 - Financing: Texas Department of Housing and Community Affairs Grant Funds

The committee discussed the items.

MINUTES OF THE CITY COUNCIL COMMITTEE
TUESDAY, DECEMBER 12, 2023

EXHIBIT C



City of Dallas

Office of Homeless Solutions Citizens Homelessness Commission – Roles and Responsibilities

**Housing and Homeless Solutions
Committee
December 12, 2023**

Christine Crossley, Director
Office of Homeless Solutions

Presentation Overview



- Mission and Purpose
- Duties and Functions
- Guiding Principles
- Membership
- FY 2022/2023 Subcommittees
- FY 2022/2023 Objectives and Accomplishments
- FY 2023/2024 Proposed Objectives
- Ongoing and Next Steps



Mission and Purpose



The Citizen Homelessness Commission is an advisory body established by the Dallas City Council for the purpose of assuring participation from, and inclusion of, all stakeholders, including those with past or present experience with homelessness, in order to develop policy recommendations to ensure alignment of city services with regional services to enhance the efficiency, quality and effectiveness of the community-wide response to homelessness. **(Dallas City Code §2-147)**



Duties and Functions



- Advise the City Manager and the City Council on issues affecting homelessness
- Assist the City in evaluating new and existing programs
- Coordinate with other local and regional bodies addressing homelessness
- Perform such other duties as may be assigned by the City Manager or City Council (**City Code §2-149**)



Guiding Principles



All Citizens Must Have a Voice. The Commission provides an avenue through which all citizens affected by homelessness have an opportunity to have input into the development of the City's homelessness policies and programs. This includes programs and policies that directly benefit persons experiencing homelessness, while having due regard for the legitimate concerns of other Dallas citizens, including businesses and homeowners, and have a positive impact on the City of Dallas as a whole, in terms of quality of life, health and safety, and costs incurred.

Best Practices. The Commission seeks to inform itself regarding available data and best practices that have been developed in other communities in making its recommendations and evaluating new and existing programs.

Diverse Populations. The Commission recognizes that the City's policies and programs must take into account the varying needs of specific homeless subpopulations, including families with children, single mothers, couples, veterans, older adults (62+), unaccompanied youth and children, formerly-incarcerated persons, LGBTQ persons, and persons with disabilities, significant medical needs, mental health issues and substance use disorders.

Community-Wide Cooperation. The Commission is guided by the principle that homelessness is a multi-faceted and complex issue that must be addressed with open and ongoing communication, within a coordinated, community-wide effort, into plans of action that assign mutually-reinforcing activities with consistent metrics for assessing outcomes and ensuring accountability.



Membership



Two members must have past or present experience as a homeless person, and the city council may, after a review of the specific circumstances, waive disqualification under Section 8-1.4 of the Dallas City Code for these members. One member must be a representative from a faith-based organization. The other 12 members must be chosen from the general public.

FY 2022/2023 Citizens Homelessness Commission Members

District 1	Wesley D Keyes (General Public)	District 9	Reverend M. Boone (General Public)
District 2	Linda A Garner (Experienced Homelessness)	District 10	John Shellene (General Public)
District 3	LeTitia Owens, Vice Chair (Experienced Homelessness)	District 11	Angela Klattenhoff (General Public)
District 4	James P Hauck (General Public)	District 12	Vacant
District 5	Soraya Santos (General Public)	District 13	Ray A Smith (General Public)
District 6	Jasmin Flores (General Public)	District 14	Gailya Silhan (General Public)
District 7	Tramonica Brown (General Public)	District 15	Vacant
District 8	David King, Chair* (General Public)		

*Chair is a Mayoral appointee



FY 2022/2023 Subcommittees



Housing

The Housing Subcommittee aims to assess response level housing data based on per year need, annual placement needs vs actual placement, to determine gap needs of housing placements, and to review funding options.

Racial Equity

The Racial Equity Subcommittee aims to assess issues of equity and inclusion across the spectrum of the homeless response system and the office of Homeless Solutions' programmatic efforts and budgetary planning. The subcommittee will review implementation of current programming and identify and make recommendation on further necessary steps based on collected data in accordance with the city of Dallas Racial Equity Resolution and Racial Equity Plan.

Street Outreach

The Street Outreach subcommittee is committed to fostering a sense of dignity, humanity, and connection within the homeless community. Through the Citizen's Homeless Commission, we aim to provide genuine engagement, resource provision, and advocacy. We plan to address immediate needs while empowering individuals to navigate a path toward stable housing and renewed hope while collaborating with other providers.

Social Services

The Social Services Subcommittee aims to assess homeless-related services provided by the City of Dallas across various city departments (OHS, OEM, Code, DPD, etc.), examine those processes, gather data on individuals served and services provided (total and unique), and to review money spent.



FY 2022/2023 Objectives and Accomplishments



Objectives

- Continued review of and assessment of the Dallas Real Time Rapid Rehousing (DRTRR) program implementation.
- Provision of advisement to staff and council regarding Office of Homeless Solutions items presented to council committees and to the full council.
- Continued efforts to establish homeless recovery facilities in multiple districts.
- Assessment of system gaps and potential solutions through engagement with experts in the field of homelessness response.
- Formation of Citizen Homelessness Commission subcommittees focused on improvements to critical aspects of the homeless response system.

Accomplishments

- Provision of recommendation votes regarding council items which impact the homeless response system.
- Establishment of the first Citizen Homelessness Commission retreat engaging local experts across the spectrum of homeless response.
- Establishment of the four following committees: Racial Equity, Support Services, Street Outreach, and Housing. Committees will focus on producing recommendations for improvements and better alignment based on data and national best practices.



FY 2023/2024 Proposed Objectives



- Focus on housing solutions through engagement with different stakeholders (developers, real estate investors and landlords, community groups and homeowner associations, housing navigators and case managers, etc.), and broad review of national and international best practices
- Focus on political solutions for historic obstacles to response system improvements
- Substantial increase in direct engagement with people experiencing homelessness regarding the impacts and effectiveness of the response system and the commission's proposed recommendations
- Identification and promotion of under-utilized, system-wide support options
- Focus on continued increase of direct access to housing and services for unsheltered populations
- Racial Equity review and assessment of homeless response efforts in the city, in accordance with the City of Dallas' Racial Equity Plan



FY 2023/2024 Proposed Objectives Cont.



- Increased use of panel discussions, public forums, etc., for the purpose of expanding engagement with experts, stakeholders, and community members
- Consistent presentation of Commission recommendations based on findings through established Commission processes
- Continued review of Dallas Real Time Rapid Rehousing implementation
- Continued focus on homeless facility development, including operator selection, support service provision, and Good Neighbor Agreements
- Promote homelessness policy across the City of Dallas wherein needs are unmet
- Promote and encourage all North Texas municipalities to establish homelessness policy that engenders resource equitability



Ongoing and Next Steps



The Senior Boards and Commission Coordinator has presented amendment recommendations to all boards and commissions identified in the audit.*

Staff is currently working with the Senior Boards and Commission Coordinator on these amendments and plan for the recommended amendments to come forward FY 2024.

* Please see supplemental attachment titled, "Update to Boards and Commissions Audit – City Manager Actions", dated June 13, 2023.





City of Dallas

Office of Homeless Solutions Citizens Homelessness Commission – Roles and Responsibilities

**Housing and Homeless Solutions
Committee
December 12, 2023**

Christine Crossley, Director
Office of Homeless Solutions

Memorandum



CITY OF DALLAS

DATE August 19, 2022

Honorable Chair and Members of the Government Performance and Financial
TO Management Committee

SUBJECT **Update to Boards and Commissions Audit - City Manager Actions**

The purpose of this memorandum is to provide an update on the Audit of City Boards and Commissions observations and the agreed actions from the City Manager.

BACKGROUND

In 2021, the City Auditor's *Audit of City Boards and Commissions* ("the Audit") reported a "lack of one focal point for boards and commissions oversight, with the responsibility for ensuring compliance with the City's Charter and Code, is a contributing factor for many of the observations identified in their audit report, including: racial and ethnic diversity, annual reports, member qualification reviews, and on-time reporting of meeting documentation." Sixteen City departments and offices are responsible for coordinating more than 50 Boards and Commissions (B&C), including costs related to staff time and materials to prepare for and facilitate meetings.

The City Auditor's findings included:

- Responsibility for ensuring compliance with City requirements is fragmented and shared among multiple offices, departments, and positions.
- Processes could be improved to ensure Compliance with City requirements; transparent documentation and communication of board and commission operations; and monitoring of the costs to operate boards and commissions.

On September 27, 2021, the Government Performance and Financial Management (GPFM) Committee was briefed on the Audit, dated August 4, 2021. The item remained on the Committee's agenda each month through March 2022. On March 25, 2022, the City Manager informed the GPFM Committee that a dedicated staff position would provide operational support for the Boards and Commissions Coordinators ("B&C Coordinators").

DATE August 19, 2022
SUBJECT **Update to Boards and Commissions Audit - City Manager Actions**

ACTION UPDATES

The City Manager has taken direct action and steps to address the observations found in the Audit and are summarized within this memo and described in the enclosed documents.

Observation A.1. Update. In March of 2022, the City Manager created the Senior Boards and Commissions Coordinator (“Senior Coordinator”) to assume oversight and management of Boards and Commissions (B&Cs) to ensure efficiency and compliance. The position reports to the Director of the Mayor and City Council Office and serves as a liaison among the many roles which support the members of the B&Cs, including but not limited to the City Manager’s Office, the City Secretary’s Office, the City Attorney’s Office, and the B&C Coordinators within the respective departments.

The Senior Coordinator began on May 2, 2022, taking on the responsibility of ensuring robust support for B&Cs and the B&C Coordinators through the development of initiatives that encourage and maintain engagement of the appointed members. The Senior Coordinator has also developed, implemented, and streamlined processes and procedures through collaborative efforts with City Staff and key departments. Also, joint efforts between the Senior Coordinator, the City Secretary’s Office, and the City Attorney’s Office continue to ensure B&C training and resources that encourage compliance with City Code and charters.

Observation B.1 Update. The Senior Coordinator has developed policies and procedures that ensure the total costs to operate each B&C are reported to the City Council. To ensure all costs are accounted for, tools have been created to assist B&C responsible departments report expenses and staff time through a simplified expense form, due annually.

As of June 1, 2022, staff time dedicated to support a B&C is tracked in the payroll management system Workday. City management has been notified of the creation of a specific Workday project code and provided procedures on how to use the new project code.

Observation C.1 Update. The Senior Coordinator has begun the review of current B&C roles and responsibilities by identifying City Code and charters that lack clear language of the B&C roles or responsibilities. The Senior Coordinator’s review began with the observations from the Audit and concur with the noted B&C listed in the Audit’s Appendix B identified as having a lack of roles and responsibilities. The Senior Coordinator also found that due to the lack of defined responsibilities, the B&Cs experienced challenges with high vacancy rates, meeting attendance, agenda setting, participation, and meeting decorum.

DATE August 19, 2022
SUBJECT **Update to Boards and Commissions Audit - City Manager Actions**

The Mayor and City Council Office Director and Senior Coordinator have begun meeting with department Directors, responsible for the identified B&Cs, and have presented preliminary Staff amendment recommendations to specific ordinances and charters to ensure all B&Cs have clearly defined roles and responsibilities.

Observation D.1 Update. The City Manager's Office maintains its position that it does not have a statutory role to ensure the racial and ethnic membership of B&Cs reflect the racial and ethnic make-up of the city's population.

As noted in the Senior Coordinator's work plan, practical efforts to work with City Council Members to identify opportunities to expand B&C membership to reflect the racial and ethnic make-up of the city's population, are being developed. An equitable review of long-standing B&C qualifications can assist in the encouragement of B&C members that reflect the racial, ethnic, and gender make-up of the city.

In collaboration with the Communications, Outreach, and Marketing Department (COM), the Senior Coordinator has developed and shared city-wide and Council District specific outreach content to assist with the promotion of encouraging applicants that reflect an equitable and diverse B&C membership, in English and Spanish. The B&C outreach content is also available in multicultural languages, upon request.

Observations E.1, E.2, F.1, F.2 Update. To ensure compliance with City requirements the Senior Coordinator has and will continue to develop administrative policies and procedures, checklists, templates, and trainings for the B&C Coordinators. The processes and procedures are working documents that provides guidance and administrative requirements of responsibilities assigned to the Senior Coordinator and the Coordinators. The processes and procedures include language requiring all Boards and Commission Coordinators to be in compliance with the City Code, Chapter 8, specifically the requirements to submit Boards and/or Commissions reports annually to the City Secretary's Office and post the reports to the City's website. The processes and procedures also include language to ensure compliance with additional requirements of City Code, Chapter 8, Boards and Commissions: Sec. 8.4(a); Sec. 8-6(a),(b),(c),(d); Sec. 8-8(a), (b); and Sec. 8-20(a), (b),(c).

On a monthly basis, B&C Coordinators receive training on key B&C compliance requirements, responsibilities, and expectations. All B&Cs will post agendas with the City Secretary's Office with a standardized templated [Agenda](#) and [Minutes](#) format, along with other resources available on the B&C Resource SharePoint site. The recently launched SharePoint site will assist Staff with the management of B&C, to ensure effectiveness and efficiency. The B&C Coordinator training sessions also continue to emphasize the critical role the B&C Coordinators play in ensuring all members are engaged and receiving the onboarding, training, and resources needed to fulfill their roles and responsibilities.

DATE August 19, 2022
SUBJECT **Update to Boards and Commissions Audit - City Manager Actions**

On October 1, 2022, a revamped website for the City’s Boards and Commissions will launch. The website will serve as a user-friendly resource to the public and enhance B&C transparency. Each B&C will have a dedicated webpage, presented in a standardized format to ensure all B&C webpages are consistent. Each B&C webpage will provide the mission, purpose, authoritative power, and duties for the B&C. All B&C will be categorized by the City’s eight strategic priorities, vacancies, and responsible city department. The webpages will also list B&C agendas and minutes, which will also be available through Legistar for FY 2022-23. We are confident that the public’s website experience will enhance engagement efforts. The Senior Coordinator continues to work closely with the Information Technology and Systems (ITS) department, and the B&C Coordinators, to ensure accurate, reliable, and transparent information is available.

Observation H.1 Update. A comprehensive and systematic review of the authorizing City Code and charters of B&Cs has started with the review of B&Cs identified in Appendix B of the Audit. The Senior Coordinator’s review process involves the research of national best practices for B&Cs and a comparative analysis of municipal B&Cs. Based upon the comprehensive research, the Senior Coordinator has shared and discussed recommendations for potential City Code and charter amendments. The proposed B&C amendment recommendations are unanimously supported by the responsible department directors and recommended Staff amendments will be drafted for consideration by the City Council.

Observation H.2 Update. The City Secretary distributes a monthly vacancy report to City Council and a memorandum of concern regarding vacancies. The Senior Coordinator currently reviews the monthly report and identifies B&Cs with a vacancy rate above 40 percent. A policy and procedure have been developed to ensure assistance is provided to City Council to increase the available pool of applicants.

NEXT STEPS

The Senior Coordinator will continue to proactively address the defined operational deliverables outlined in the March 25, 2022 GPFM Committee memorandum, the proposed deliverables for FY 2022-23 Work Plan, and conduct an annual desk audit to ensure compliance and identify needed enhancements. We look forward to updating the Committee on the continued collaborative trainings, events, and joint efforts between the City Manager’s Office, the City Secretary’s Office, and the City Attorney’s Office that promote engaging and effective Boards and Commissions in Dallas.

DATE August 19, 2022
SUBJECT **Update to Boards and Commissions Audit - City Manager Actions**

Should you have any questions, please contact Yldefonso Rodriquez Sola, Director of the Mayor and City Council Office, at (214) 422-9222 or yldefonso.sola@dallas.gov.





Genesis D. Gavino
Chief of Staff to the City Manager

Attachments: Board & Commissions Audit Observations Summary of Actions and Work Plan
[March 25, 2022 Boards and Commissions Audit – City Manager Action](#)
[April 21, 2022 Revised Response to Audit of the Boards and Commissions](#)
[January 21, 2022 Management Response B&C Member Satisfaction Survey Results](#)
[Boards and Commissions Audit Update \[Mark Swan, City Auditor, City Auditor’s Office\]](#)
[October 22, 2021 City Manager’s Response to Audit of Boards and Commissions](#)
[September 27, 2021 Office of the City Auditor Briefing and Follow-up Report](#)
[Audit of City Boards and Commissions](#)


c: T.C. Broadnax, City Manager
Chris Caso, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizzor Tolbert, Deputy City Manager
Jon Fortune, Deputy City Manager
Majed A. Al-Ghafry, Assistant City Manager

M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Robert Perez, Interim Assistant City Manager
Carl Simpson, Interim Assistant City Manager
Jack Ireland, Chief Financial Officer
Directors and Assistant Directors
Shanee Weston, Senior Boards and Commissions Coordinator
Department Board and Commission Coordinators

Boards and Commissions Audit Observations Summary of Actions/Work Plan

Observation	City Manager's Recommendation	Status	Staff Action
<p>A.1: Present to the City Council, a proposal, to assign overall responsibility for ensuring B&Cs operations comply with the City's Charter and Code to one position.</p>	<p>Create Senior Board and Commissions Coordinator position</p>		<p>Hired Senior Board and Commission Coordinator (Senior Coordinator) with 5/2/22 start date</p>
<p>B.1: Establish procedures to account for all costs to operate each board and commission and report the total cost by board and commission to the City Council on an annual basis.</p>	<p>Update B&Cs Process and procedures to include annual expense report submission to CMO.</p> <p>Create Workday project code to track staff time and cost</p>		<p>Created "Board/Commission Support" project code in Workday</p> <p>Updated B&C Processes and Procedures to require all B&Cs to submit an expense report by Oct. 1 annually.</p> <p>Updated B&C Processes and Procedures to require Report Board and Commission cost to Mayor City Council annually.</p>
<p>C.1: Ensure all B&Cs have defined roles and responsibilities of members either in bylaws or another authoritative document.</p>	<p>Review City Charter, by-laws, and other authoritative documents for: ASC, CHC, MLK, SDF, YOC</p> <p>Provide staff recommendations to CM.</p>	<p>In Progress</p>	<p>Reviewed B&C City Charter and by-laws identified with a lack of roles and responsibilities</p> <p>Recommend amendments to the appropriate director for the following BC Charters to include or update purpose, duties and responsibilities and other recommended amendments from CM, for the following B&Cs:</p> <ul style="list-style-type: none"> - Animal Advisory Commission - Citizen Homeless Commission - Martin Luther King Community Center Board - South Dallas/Fair Park Opportunity Fund Board <p>Recommend all advisory Boards and Commission Charters include the following:</p> <ul style="list-style-type: none"> - Purpose: - Reference to Ch. 8 governance - Reference Committees

Observation	City Manager's Recommendation	Status	Staff Action
<p>D.1: Develop procedures to ensure the racial and ethnic membership of B&Cs reflect the racial and ethnic make-up of the City's population, as nearly as may be practicable.</p>	<p>Board and Commission procedures updated to require all board and commission outreach be translated in Spanish and other Multilanguage to the public in a timely manner.</p> <p>Develop multi-cultural outreach efforts that encourage a diverse racial and ethnic volunteer rate.</p> <p>Assist Mayor and City Council to intently seek diverse board and commission volunteers that reflect the City's population.</p>	<p><input checked="" type="checkbox"/></p>	<p>Developed and implemented an Accessibility Statement and service for B&Cs to ensure equitable access to City meetings by providing translation and interpretation of meeting materials.</p> <p>Created and promoted B&C outreach media through COM Channels of communication.</p> <p>Proposed to Annually host City-wide boards and commission event that recognizes and encourages board and commission volunteerism.</p>
<p>E.1: Develop procedures to ensure compliance with requirements of City Code, Chapter 8, Sec. 8-1.1, Reports to the City Council for all applicable B&Cs</p>	<p>Update B&Cs process and procedures to include submission of annual report to CMO by Feb. 1, 2022.</p> <p>CMO approved reports will be submitted to CSO for recordkeeping.</p>	<p><input checked="" type="checkbox"/></p>	<p>Developed and implement checklist that encourage B&C Coordinators to submit required Board & Commission documents in a timely manner.</p> <p>Developed and implement agenda, minutes, and public speaker registration templates. The process and procedures have been updated to reflect the new requirement, which will assist with ensuring all B&Cs documents are in compliance.</p>
<p>E.2: Develop procedures to ensure all board and commission annual reports are posted to the City's website.</p>	<p>Develop B&Cs process and procedures requiring all approved and CSO stamped Annual Reports are posted to B&Cs webpages by March 1, annually</p>	<p>In Progress</p>	<p>The Senior B&Cs Coordinator will annually submit Annual Reports to CM for review and approval. Upon approval all B&C reports will be submitted to the CSO and available on the City's B&C website.</p> <p>Revamp of B&C webpage for all B&C will include an annual report, for FY 2023.</p>

Observation	City Manager's Recommendation	Status	Staff Action
<p>F.1: Develop procedures to ensure compliance with requirements of City Code, Chapter 8, B&Cs: Sec. 8-4 (a); Sec. 8-6 (a), (b), (c), (d); Sec. 8-8 (a), (b); and, Sec. 8-20 (a), (b), (c).</p>	<p>Develop B&Cs process and procedures</p>	<p>Ongoing</p>	<p>CMO, MCC, CSO, and CAO coordinate trainings incrementally throughout the year to ensure compliance requirements are understood.</p> <p>Developed checklist, templates, timelines, and processes and procedures to assist with compliance. A B&C Resource SharePoint site has developed to provide a focal point for all B&Cs material, links to CSO and CAO documents and monthly trainings</p>
<p>F.2: Develop procedures to ensure all meeting minutes are posted to the City's website.</p>	<p>Updated process and procedures to include meeting minutes submission requirement and process.</p>	<p></p> <p>In Progress</p>	<p>Developed and implement checklist that encourage B&C Coordinators to submit required Board & Commission documents in a timely manner to CSO.</p> <p>B&C Coordinator policy and procedures include language requiring compliance. Annually, the Senior Coordinator will conduct a desk audit of B&C documents submitted documents.</p> <p>Developing an enhanced meeting minutes posting to revamped B&C webpage.</p>
<p>H.1: Review the qualifications and requirements for hard-to-fill B&Cs positions and present to the City Council a proposal to revise the qualifications and requirements.</p>	<p>Review current qualification and requirements set-forth in enabling ordinances, charters, and by-laws.</p>	<p>In Progress</p>	<p>MCC Director and Senior Coordinator provided department Director recommendations of amendments to City charter qualifications. Staff recommend the following B&C charter amendments:</p> <ul style="list-style-type: none"> - Building Inspection Advisory, Examining & Appeals Board (BIA) - Fire Code Advisory Board (FCB) - Landmark Commission (LMK) - Martin Luther King Jr. Community Center Board (MLK) <p>Staff recommendations is to merge the duties of the BIA and FCB responsibility into one Board. The combining of the 2 boards will address the high vacancy rate and the lack of minority and women membership.</p>

Observation	City Manager's Recommendation	Status	Staff Action
H.2: Establish procedures to identify B&Cs with high vacancy rates and communicate these B&Cs to City Council members for their actions.	Request quarterly CSO vacancy report by Board and Commission and determine high vacancy rate %.	<input checked="" type="checkbox"/>	Developed processes and procedures that assist Councilmembers with outreach efforts, once a 40% vacancy rate or more is identified.
		Ongoing	Assist Council offices with resources that promote and encourage B&C membership retainage.

FY 2022-23 Work Plan	<ul style="list-style-type: none"> ➤ Continue to develop and implement FY 2023 B&C Initiatives that focus on B&C members and standardizing onboarding practices. ➤ Assist in the amendment process for B&C ordinances/charters/by-laws: 																	
	<table border="1"> <thead> <tr> <th>Board or Commission</th> <th>Authoritative Doc</th> <th>Amendment Recommendation</th> </tr> </thead> <tbody> <tr> <td>All B&C</td> <td>Sec. 8-1.4</td> <td>All B&C recess during the month of July, following the precedent of City Council's schedule</td> </tr> <tr> <td>North Texas Education Finance Corp</td> <td>Res. 12-0575</td> <td>City Code Authorization, incorporate By-laws</td> </tr> <tr> <td>Fire Code Advisory and Appeals Board</td> <td>Sec. 16-2.303 Res. 16</td> <td>City Code Authorization joint Board BIA and FCB</td> </tr> <tr> <td>MLK Board</td> <td>Sec. 2-125</td> <td>Mission Functions/Responsibilities Remove Budget Review Process</td> </tr> <tr> <td>South Dallas/Fair Park Opportunity Fund Board</td> <td>Sec. 2-132 Res. 18-0922, 30905</td> <td>Purpose</td> </tr> </tbody> </table> <ul style="list-style-type: none"> ➤ Provide email addresses for all B&C members ➤ Create Group email addresses that assigned members Council district specific general email addresses ➤ Draft Boards and Commissions Welcome Guide Handbook ➤ Create B&C Membership Recognition Program ➤ Host annual B&C Member Appreciation Event and B&C recruitment event ➤ Develop B&C mentor program ➤ Collaborate with PUD to foster community partnerships with organizations, schools, and neighborhood associations to assist in the recruitment of B&C members that reflects the diverse ethnic and cultural make-up of the City 	Board or Commission	Authoritative Doc	Amendment Recommendation	All B&C	Sec. 8-1.4	All B&C recess during the month of July, following the precedent of City Council's schedule	North Texas Education Finance Corp	Res. 12-0575	City Code Authorization, incorporate By-laws	Fire Code Advisory and Appeals Board	Sec. 16-2.303 Res. 16	City Code Authorization joint Board BIA and FCB	MLK Board	Sec. 2-125	Mission Functions/Responsibilities Remove Budget Review Process	South Dallas/Fair Park Opportunity Fund Board	Sec. 2-132 Res. 18-0922, 30905
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City of Dallas

Overview of Upcoming Agenda Item: Home Improvement & Preservation Program Amendment

**Housing and Homelessness Solutions
December 12, 2023**

Thor Erickson, Assistant Director
Department of Housing & Neighborhood Revitalization
City of Dallas

Presentation Overview



- Background/History
- Proposed Program Amendment
- Production / Budget / Forecast
- Program Administration
- Operational Impact
- Staff Recommendation



Background/History



- On May 9, 2018, the Home Improvement & Preservation Program (HIPP) was created
- On November 28, 2018, HIPP was amended to allow for forgivable loans
- Other Home Repair Programs have been created since 2018 causing internal competition for limited staff resources and causing confusion for applicants



Background/History



- On September 19, 2023, the Department of Housing & Neighborhood Revitalization (Housing) briefed the Housing and Homelessness Solutions Committee (HHSC) on amending the multiple home repair programs into one streamlined program statement
- On October 6, 2023, Housing sent a follow-up memorandum responding to concerns raised during the briefing
- On December 1, 2023, Housing sent a memorandum detailing the amendment to the Home Improvement & Preservation Program (HIPP) regarding home repairs



Background/History



- Current Home Repair Programs
 1. Home Improvement & Preservation Program (HIPP)
 - a. Minor Home Rehabilitation
 - b. Major Home Rehabilitation
 - c. Home Reconstruction
 - d. Landlord
 2. Targeted Rehabilitation Program – West Dallas (TRP West Dallas)
 3. Targeted Rehabilitation Program – Historic 10th Street (TRP 10th)
 4. Dallas Tomorrow Fund (DTF)
 5. Lead Hazard Reduction Grant (HHLR)
 6. Senior Home Rehabilitation Program (SHRP)
 7. American Rescue Plan Act – Neighborhood Revitalization Program (ARPA – NRP)
 8. American Rescue Plan Act – Residential Septic Tank Program (ARPA – Septic)



Proposed Program Amendment



- Amend
 - HIPP to offer the following home repair assistance:
 - Emergency Rehabilitation
 - Dallas Tomorrow Fund
 - Major Systems Home Rehabilitation
- Remove
 - Targeted Rehabilitation Program (10th, West Dallas)
 - Senior Home Repair
 - Minor Home Repair
 - Reconstruction
 - Lead Hazard Reduction Grant
- Use remaining funding from above programs to amended HIPP



Proposed Program Amendment



- **Emergency Rehabilitation**
 - Grant assistance to low- and moderate-income homeowners
 - Must be used for qualifying repairs in response to emergencies that occurred within the last 4 days
 - Necessary repairs can include mechanical, electrical, plumbing, and structural repairs
 - Assistance up to \$10,000
- **Dallas Tomorrow Fund**
 - Grant assistance to low- and moderate-income homeowners
 - Eligible improvements include exterior code violations listed on a notice of violation or code citation
 - Assistance up to \$20,000
- **Major Systems Home Rehabilitation**
 - Forgivable loan to low- and moderate-income homeowners
 - Necessary repairs can include mechanical, electrical, plumbing, and structural repairs
 - Assistance up to \$24,000



Home Repair Production



Home Repair Activity 2021-2023		
Program	2021-2022	2022-2023
Home Improvement & Preservation Program	38 homes completed construction	45 homes completed construction
Healthy Homes & Lead Reduction	0 homes completed construction	3 homes completed construction
Dallas Tomorrow Fund	18 homes completed construction	6 homes completed construction
American Rescue Plan Act Neighborhood Revitalization Program	0 homes completed construction	6 homes completed construction
West Dallas Targeted Repair Program	31 homes completed construction	12 homes completed construction
Senior Home Repair Program	0 homes completed construction	0 homes completed construction
ARPA Residential Septic Tank Program	0 homes completed construction	0 homes completed construction
Total:	87 homes completed construction	72 homes completed construction



Home Repair Funding FY 2022-24



- \$3M CDBG FY 22-23
- \$3M CDBG FY 23-24
- \$1M Fee In lieu
- \$1.5M Senior Home Repair
- \$500K Senior Home Repair D7
- \$1M West Dallas TRP
- \$740,000 10th Street TRP
- \$160,000 DTF
- \$2M ARPA- Joppa, Five Mile, Tenth Street
- \$2M ARPA Septic



Program Administration



- Housing staff are continuing to execute contracts for current Home Repair Programs, while planning for the simplified process. This allows for contractors to stay engaged, homes owners to get repairs needed and to stay on target with funding timelines.



Program Administration



- 800 applications were received in 2022-23. Housing can start with processing these applications for service rather than opening a new round of application causing confusion.
- When a new application opens, it will be simpler, require less supporting documentation, and be hands-on.
- In FY 2024-25, will open geography-specific applications as needed based on funding need.
- Post RFA for Emergency Home Repair Contractors to retain on-call list



Operational Impact



- Changes to the HIPP Program will
 - alleviate the burden on residents having to determine which program they might qualify for
 - allow for all funding sources to be applied to the HIPP Program instead of creating one-off programs for new incoming sources
 - allow staff to improve external partnerships with other agencies, which may offset the burden of cost to the City of Dallas by leveraging resources of philanthropic communities and nonprofit partners
 - streamline internal operations and processes



Staff Recommendation



- Staff recommends support from HHSC for City Council approval on January 24, 2024





City of Dallas

Overview of Upcoming Agenda Item: Home Improvement & Preservation Program Amendment

**Housing and Homelessness Solutions
December 12, 2023**

Thor Erickson, Assistant Director
Department of Housing & Neighborhood Revitalization
City of Dallas

Memorandum



CITY OF DALLAS

DATE December 12, 2023

Honorable Members of the City Council Housing and Homelessness Solutions
TO Committee: Jesse Moreno (Chair), Cara Mendelsohn (Vice Chair), Zarin D. Gracey,
Chad West, Gay Donnell Willis

SUBJECT **Office of Homeless Solutions Property Update - 1950 Fort Worth Avenue**

The purpose of this memorandum is to provide an updated timeline on the development activities associated with the City's property located at 1950 Fort Worth Avenue. This update follows the October 23, 2023 briefing to Housing and Homeless Solutions Committee.

Currently, staff is working to draft the contract for the design work to support the 2nd phase of the project. A Notice to Proceed for the design work will be issued after the professional services contract execution on or before December 15, 2023. Pursuant to the City's emergency procurement policy, the executed design contract will require ratification by City Council in order to release any payment to the design firm upon completion of the design plans. The ratification of design contract is expected to occur on January 10 Council agenda. This month, staff will host feedback sessions with experienced private sector supportive housing developers and operators to determine the best approach in structuring the Notice of Funding Availability (NOFA) followed by a December 31 publish date seeking a public/private partnership. The NOFA will be open for sixty (60) days. The next project update is scheduled for the Housing and Homelessness Solution Committee on March 25, 2024.

The following is a summary of the project timeline covering the period from November 2023 through March 2024

- **November 2023**
 - Fee Negotiation Letter determining fair and reasonable price for design work has been received to draft professional services agreement.
 - Professional services contract drafted for review.
 - Collaboration meetings between Office of Homeless Solutions, Housing & Neighborhood Revitalization, Housing Forward, and the Corporation for Supportive Housing.
 - The purpose of these meetings is to create a procurement process that assembles the capital, operating, and supportive services resources necessary to create permanent supportive housing. These conversations are ongoing and key outcomes so far include:
 - Clarified language in the development of the City of Dallas NOFA to signal the potential for new vouchers and services to be applied to the property as early as summer 2024. Housing Forward has applied for the subsidies and services through a Department of Housing and Urban Development (HUD) Notice Of Funding Opportunity (NOFO) process and are awaiting approval, likely spring 2024.

- To match this timeline, OHS is proceeding with a development of the City of Dallas NOFA to secure a developer and operator who will assume the property and facilitate its immediate rehabilitation and activation as permanent supportive housing with the assistance of city bond funds.
- Once the HUD funding is approved, the developer will work directly with Housing Forward to secure an onsite service provider to deliver the supportive services and apply the operating subsidies to the units.

- **December 2023**

- Notice to Proceed for the design work to be issued after professional services contract execution on or before December 15, 2023.
- Host meetings with developer community to solicit feedback on the NOFA.
- The NOFA for a public/private partnership.
 - Will go live before December 31, 2023.
 - The NOFA will include \$2.35M in 2017 Bond Funding as a grant and seeking to convey the property for continued use with ability for developer to apply for existing NOFA funds if needed.

- **January – February 2024**

- Council approval of ratification for emergency design contract on January 10.
- NOFA available for 60 days.

- **March 2024**

- Project Update
 - March 25, 2024, Housing and Homelessness Solutions Committee.

The timeline will be updated based on feedback from the awarded vendor of the NOFA. At which time we will be able to provide additional information on the overall cost. Should you have any questions or concerns, please contact me or Christine Crossley, Director, Office of Homeless Solutions at christine.crossley@dallas.gov.

Putting Service First,



Kimberly Bizer Tolbert
Deputy City Manager

c: T.C. Broadnax, City Manager
Tammy Palomino, City Attorney
Mark Swann, City Auditor
Billerae Johnson, City Secretary
Preston Robinson, Administrative Judge
Jon Fortune, Deputy City Manager

Majed A. Al-Ghafry, Assistant City Manager
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Dr. Robert Perez, Assistant City Manager
Carl Simpson, Assistant City Manager
Jack Ireland, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE December 13, 2023

TO Honorable Members of the City Council Housing and Homelessness Solutions Committee:
Jesse Moreno (Chair), Cara Mendelsohn (Vice Chair), Zarin D. Gracey, Chad West, Gay Donnell Willis

SUBJECT **Department of Housing and Neighborhood Revitalization and Office of Homeless Solutions – Glossary of Terms**

In discussions related to Housing and Homelessness, terms or acronyms are often used. To have a larger degree of understanding of such terms or acronyms, the Department of Housing and Neighborhood Revitalization and the Office of Homeless Solutions have compiled a comprehensive list in order to further educate and to avoid misinterpretation.

Should you have any questions please feel free to reach out to me directly, the Director of the Department of Housing and Neighborhood Revitalization, Cynthia Rogers-Ellickson at cynthia.rogersellic@dallas.gov, or the Director of the Office of Homeless Solutions, Christine Crossley at christine.crossley@dallas.gov.

Putting Service First,

A handwritten signature in black ink, appearing to read 'Kimberly Bizer Tolbert'.

Kimberly Bizer Tolbert
Deputy City Manager

[Attachment]

c: T.C. Broadnax, City Manager
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TERM	DEFINITION
R.E.A.L Time Initiative	<p>The next evolution of the Dallas R.E.A.L. Time Rapid Rehousing initiative, a \$72 million effort to house 2,700 people over two years. The R.E.A.L. Time Rehousing (RTR) team of homeless service providers, co-led by the Office of Homeless Solutions (OHS) and Housing Forward <u>has successfully rehoused 2,700 (and counting) unique individuals as of October 17, 2023.</u></p> <p>Based on the success of the program, the All Neighbors Coalition has been awarded additional HUD and private funds to expand and extend the program, now aiming to house 6,000 people by the end of 2025.</p>
Adults with a Serious Mental Illness (SMI)	<p>This subpopulation category of the Point in Time (PIT) count includes adults with a severe and persistent mental illness or emotional impairment that seriously limits a person's ability to live independently. Adults with SMI must also meet the qualifications identified in the term for "disability" (e.g., "is expected to be long-continuing or indefinite duration").</p>
Adults with a Substance Use Disorder	<p>This subpopulation category of the PIT includes adults with a substance abuse problem (alcohol abuse, drug abuse, or both). Adults with a substance use disorder must also meet the qualifications identified in the term for "disability" (e.g., "is expected to be long-continuing or indefinite duration").</p>
Adults with HIV/AIDS	<p>This subpopulation category of the PIT includes adults who have been diagnosed with AIDS and/or have tested positive for HIV.</p>
Americans with Disabilities Act (ADA)	<p>The ADA is federal legislation that was signed into law on July 26, 1990. The ADA is a wide-ranging civil rights law that prohibits, under certain circumstances, discrimination based on disability.</p>
Annual Homelessness Assessment Report (AFTF)	<p>Yearly HUD report estimating the extent and nature of homelessness in the U.S. using Homeless Management Information System data</p>
Annual Homelessness Assessment Report (AHAR)	<p>The Annual Homeless Assessment Report (AHAR) is a HUD report to the U.S. Congress that provides nationwide estimates of homelessness, including information about the demographic characteristics of homeless persons, service use patterns, and the capacity to house homeless persons. The report is based on Homeless Management Information Systems (HMIS) data about persons who experience homelessness during a 12-month period, point-in-time counts of people experiencing homelessness on one day in January, and data about the inventory of shelter and housing available in a community.</p>

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Annual Performance Report (APR)	HUD required annual progress report for all homeless projects.
Annual Renewal Demand (ARD)	Total amount of all the Continuum of Care's (CoC) projects (HUD funded) that are eligible for renewal.
Area Median Income (AMI)	<p>HUD calculations of the median income in an area that are presented by household size and adjusted each year. Many housing programs use percentages of AMI as the guidelines for income eligibility.</p> <p>A metric often used to define eligibility for subsidized housing. While not all subsidized housing is allocated based on AMI, using AMI has become a standard way to define the target population for such projects. See "Deeply Affordable Housing" below.</p>
Bridge (Reserved Crisis) Housing	Safe, reserved, 24-hour emergency shelter to be utilized by eligible homeless individuals, identified through the Coordinated Entry System (CES) aka Coordinated Access System (CAS). The intention of this emergency housing is to provide individuals with some stability, so that they can more easily maintain contact with their Housing Navigator, as they are assisted in their efforts to housing. Crisis Housing bed converts to a Bridge (Reserved Crisis) Housing bed if the program participant does not self-resolve their episode of homelessness within 14 days.
Case Conferencing	A region's formal, planned, and structured meeting in which providers coordinate staffing assignments, provide client level updates, and ensure coordination of services. The goal of case conferencing is to provide holistic, coordinated, and integrated services across providers, and to reduce duplication. Case conferences are usually multidisciplinary and include multiple providers from throughout the region. Case conferences should be used to identify or clarify issues regarding a participant's housing status and progress towards permanent housing; to review activities including progress and barriers towards housing; to assign primary Housing Navigation responsibilities; to strategize solutions; and to adjust current service plans, as necessary. Case conferences may be face-to-face or by phone/videoconference, held at routine intervals or during significant change. Case conferencing must be documented and must follow any policies and procedures established for the Coordinated Entry System (CES) aka CAS.

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<p>Case Management</p>	<p>Case management is defined by the Case Management Society of America as “a collaborative process of assessment, planning, facilitation, care coordination, evaluation, and advocacy for options and services” to meet individual needs. Case Management in the context of the Coordinated Entry System (CES) should be voluntary and client centered, with the goal of identifying strengths and client directed goals, while promoting “health, recognition, and well-being” (USICH, 2016). Case Managers in CES should ultimately focus on linking the client to a permanent housing resource and providing the necessary services needed to promote housing stability.</p>
<p>Centers for Medicare/Medicaid Services (CMS)</p>	<p>The Centers for Medicare and Medicaid Services (CMS) provides health coverage to more than 100 million people through Medicare, Medicaid, the Children’s Health Insurance Program, and the Health Insurance Marketplace.</p>
<p>Chronically Homeless</p>	<ol style="list-style-type: none"> 1. An individual who: <ol style="list-style-type: none"> a. Is homeless and lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; AND Has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least twelve months or on at least four separate occasions in the last three years where those occasions cumulatively total at least twelve months; AND b. Can be diagnosed with one or more of the following conditions: substance use disorder, serious mental illness, developmental disability (as defined in section 102 of the Developmental Disabilities Assistance Bill of Rights Act of 2000 [42 U.S.C. 15002]), post-traumatic stress disorder, cognitive impairments resulting from brain injury, or chronic physical illness or disability; 2. An individual who has been residing in an institutional care facility, including a jail, substance abuse or mental health treatment facility, hospital, or other similar facility, for fewer than 90 days and met all of the criteria in paragraph (1) of this definition, before entering that facility; or 3. A family with an adult head of household (or if there

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	<p>is no adult in the family, a minor head of household) who meets all of the criteria in paragraph (1) of this definition, including a family whose composition has fluctuated while the head of household has been homeless.</p>
<p>Chronically Homeless Family with Children</p>	<p>A family with children with an adult head of household (or if there is no adult in the family with children, a minor head of household) who meets all of the criteria for a chronically homeless individual, including a family with children whose composition has fluctuated while the head of household has been homeless.</p>
<p>Community Development Block Grant (CDBG)</p>	<p>The CDBG is a HUD program that provides communities with resources to address a wide range of unique community development needs. Activities may address needs such as infrastructure, economic development projects, public facilities installation, community centers, housing rehabilitation, public services, clearance/acquisition, microenterprise assistance, code enforcement, homeowner assistance, etc.</p>
<p>Consolidated Plan (ConPlan)</p>	<p>A locally developed plan that must be submitted to HUD as part of the eligibility process for certain HUD programs, including Community Development Block Grant and HOME Investment Partnership Program</p>
<p>Continuum of Care (CoC)</p>	<p>A community plan to organize and deliver housing and services to meet the specific needs of people who are homeless as they move to stable housing and maximize self-sufficiency. It includes action steps to end homelessness and prevent a return to homelessness.” In Los Angeles County, there are four CoCs. The Los Angeles Homeless Services Authority serves all cities of the County with the exception of Long Beach, Pasadena, and Glendale, who each have their own CoC.</p>
<p>Coordinated Entry System (CES) aka Coordinated Access System (CAS)</p>	<p>CES / CAS is a regionally based system that connects new and existing programs into a “no- wrong-door network” by assessing the needs of individuals/ families/youth experiencing homelessness and linking them with the most appropriate housing and services to end their homelessness. The goal of the CES / CAS is to streamline processes through which communities assess, house, and support housing retention for individuals/families who are homeless; to ensure all of our homeless neighbors are known and supported; to target and maximize limited housing resources; and comply with the federal mandate to adopt a standardized intake and</p>

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	<p>coordinated assessment process for housing. The essential components of CES / CAS are: 1) a system that is low-barrier and easy to access; 2) a system that identifies and assesses people’s needs; and</p> <p>3) a system that prioritizes and matches housing resources based on those needs.</p>
<p>Corporation for Supportive Housing (CSH)</p>	<p>A national non- profit organization that provides organizational support and financing to non- profit housing developers to create permanent supportive housing. CSH also provides training and technical support for CoCs, and they conduct homeless research and advocacy via their state and national offices.</p> <p>www.csh.org</p>
<p>Crisis Housing</p>	<p>An emergency shelter in the homeless coordinated entry system. Crisis Housing means any facility, the primary purpose of which is to provide temporary shelter for the homeless or to provide a bridge to permanent housing.</p>
<p>Critical Time Intervention (CTI)</p>	<p>Critical Time Intervention (CTI) is a time-limited evidence-based practice that mobilizes support for society’s most vulnerable individuals during periods of transition. It facilitates community integration and continuity of care by ensuring that a person has enduring ties to their community and support systems during these critical periods. CTI has been applied with veterans, people with mental illness, people who have been homeless or in prison, and many other groups.</p> <p>Core Components:</p> <ul style="list-style-type: none"> • Addresses a period of transition • Time-limited • Phased approach • Focused • Decreasing intensity over time • Community-based • No early discharge • Small caseloads • Harm reduction approach • Weekly team supervision • Regular full caseload review

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<p>Deeply Affordable Housing</p>	<p>Housing aiming to be affordable to people earning 0%-50% of AMI. For instance, in Dallas, AMI for a family of three is \$80,100 per year. Therefore, Deeply Affordable Housing would target families of three earning \$0-\$40,050 per year. With rent calculation of 30% of income = \$1,001/mo.</p> <p>For a single person, AMI is \$62,300, so Deeply Affordable Housing would target individuals earning \$0-\$31,150 per year. With rent calculation of 30% of income = \$779/mo.</p>
<p>Density Bonus</p>	<p>Policies that allow new development projects to have increased density in exchange for keeping a proportion of the units affordable for people with low to moderate incomes.</p>
<p>Disability</p>	<p>An individual with one or more of the following conditions:</p> <p style="margin-left: 40px;">A. A physical, mental, or emotional impairment, including impairment caused by alcohol or drug abuse, post-traumatic stress disorder, or brain injury that:</p> <p style="margin-left: 80px;">(1) Is expected to be long-continuing or of indefinite duration;</p> <p style="margin-left: 80px;">(2) Substantially impedes the individual's ability to live independently; and</p> <p style="margin-left: 80px;">(3) Could be improved by the provision of more suitable housing conditions.</p> <p style="margin-left: 40px;">B. A developmental disability, as defined in section 102 of the Developmental Disabilities Assistance and Bill of Rights Act of 2000 (42 U.S.C. 15002); or</p> <p style="margin-left: 40px;">C. The disease of acquired immunodeficiency syndrome (AIDS) or any condition arising from the etiologic agency for acquired immunodeficiency syndrome (HIV).</p>
<p>Education for Homeless Children & Youth (EHCY)</p>	<p>Subtitle VII-B of The McKinney-Vento Homeless Assistance Act authorizes the federal Education for Homeless Children and Youth (EHCY) Program and is the primary piece of federal legislation related to the education of children and youth experiencing homelessness. It was reauthorized in December 2015 by Title IX, Part A, of the Every Student Succeeds Act (ESSA).</p>
<p>Emergency Shelter (ES)</p>	<p>Any facility whose primary purpose is to provide temporary shelter for homeless in general or for specific populations of the homeless.</p>

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<p>Emergency Solutions Grant (ESG)</p>	<p>The Emergency Solutions Grants program, formerly the Emergency Shelter Grants Program, is a competitive grant that awards funds to private nonprofit organizations, cities, and counties in the State of Texas to provide the services necessary to help persons that are at-risk of homelessness or homeless quickly regain stability in permanent housing. The ESG program is funded by the U.S. Department of Housing and Urban Development (HUD) and is administered by the Texas Department of Housing and Community Affairs (TDHCA) in the State of Texas.</p>
<p>Encampment</p>	<p>A makeshift living arrangement or settlement typically created by individuals experiencing homelessness. These encampments often consist of tents, makeshift shelters, or temporary structures set up in public spaces such as parks, under bridges, or along streets. Homeless encampments can vary in size and composition, ranging from a few individuals to larger groups of people living together and have a health, safety, and environmental impact on those who are housed and unhoused.</p>
<p>Encampment Decommissioning</p>	<p>The closure of an encampment of people experiencing homelessness, in which every encampment resident is brought to temporary or permanent housing on the day of the closure. This process usually takes 4-6 weeks and involves working with each resident to build trust, explore options, and secure vital documents that will be needed for most temporary or permanent housing solutions.</p> <p>Encampment Decommissioning is distinct from Encampment Closure, which is the closing of an encampment and dispersal of its residents without providing housing. Encampment Closures can lead to individuals creating new encampments, often in places that are harder to find, such as forests or feeders to the Trinity River, which are both dangerous and can cause significant environmental harm.</p>
<p>Evidence of Site Control</p>	<p>Documentation of an appropriate certificate of occupancy and/or a conditional use permit allowing the legal use of the property for the service/housing being proposed, and at least one of the following types of documentation securing the location for the use of the proposed system component:</p> <ul style="list-style-type: none"> a) Proof of Ownership; b) Executed Option to Purchase; c) Executed Lease Agreement; d) Executed Option to Lease; e) Letter of Intent signed by both parties.

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Fair Market Rent (FMR)	Under HUD, FMRs are primarily used to determine payment standard amounts for the Housing Choice Voucher program, to determine initial renewal rents for some expiring project-based Section 8 contracts, to determine initial rents for housing assistance payment (HAP) contracts in the Moderate Rehabilitation Single Room Occupancy program (Mod Rehab), and to serve as a rent ceiling in the HOME rental assistance program.
Frequent Users of Systems Engagement: (FUSE)	Permanent supportive housing model replicated across the country and targeted to break the cycle of homelessness and crisis among individuals with complex behavioral health challenges who are the highest users of emergency rooms, jails, shelters, clinics, and other costly crisis service systems.
General Relief (GR)	A county-funded program that provides financial assistance to indigent adults who are ineligible for Federal or State programs.
General Relief Fund (GRF)	GRF is a County-funded program that provides financial assistance to indigent adults who are ineligible for federal or State programs.
GIS	An information system for capturing, storing, analyzing, managing, sharing, and displaying geographically referenced information.
Grant & Per Diem Program (GPD)	GPD provides capital grants to cover up to 65 percent of the cost of creating service centers or transitional housing for veterans experiencing homelessness. Per diem reimbursements cover ongoing operating costs and are not limited to capital grant recipients, although recipients of capital grants receive priority consideration for the program's funding, which is awarded on the basis of a competition.
Harm Reduction	An aspect of a programs or system's design established by a set of policies and the resulting procedures and practices whose objective is to reduce the negative consequences of participants continued use of drugs and/or alcohol or failure to be medication compliant. In housing settings, harm reduction is intended to prevent a participant's loss of housing and/or termination from the program based solely on his or her inability to stop using drugs or alcohol or failure to take prescribed medications. Programs incorporating a harm reduction model must utilize all interventions possible, short of termination from the program to enable the participant to reduce or minimize their risky behaviors while at the same time assisting them to move into and become stabilized in permanent housing. Harm reduction is not intended to prevent the termination of a participant whose actions or behavior constitute a threat to the

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	<p>safety of other participants and staff. Organizations must develop a set of policies and procedures to be implemented in the event of such behavior on the part of a participant.</p>
<p>Hold Harmless Need (HHN)</p>	<p>In CoCs where the total amount needed to fund, for one year, all grants which are eligible for renewal in a competition year exceeds the preliminary pro rata need amount for that CoC, the CoC will receive the higher amount, referred to as the CoC hold harmless amount.</p>
<p>HOME Investment Partnership Program (HOME)</p>	<p>A HUD block grant program that provides housing subsidies to local and state governments who are recognized as Participating Jurisdictions. At the discretion of the local government, the money can be used to purchase, rehabilitate, or construct housing; it can be used to subsidize rents of tenants as well.</p>
<p>Homeless</p>	<p>An individual who belongs to one of the following categories:</p> <p>(1) An individual who lacks a fixed, regular, and adequate nighttime residence, meaning:</p> <ul style="list-style-type: none"> (i) An individual with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground; (ii) An individual living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals); or (iii) An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution; <p>(2) An individual who will imminently lose their primary nighttime residence, provided that:</p> <ul style="list-style-type: none"> (i) The primary nighttime residence will be lost within 14 days of the date of application for homeless assistance; (ii) No subsequent residence has been identified; and (iii) The individual lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, needed to obtain other permanent

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	<p>housing;</p> <p>(3) Any individual who:</p> <p>(i) Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual that has either taken place within the individual's primary nighttime residence or has made the individual afraid to return to their primary nighttime residence;</p> <p>(ii) Has no other residence; and</p> <p>(iii) Lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, to obtain other permanent housing.</p>
<p>Homeless Emergency Assistance & Rapid Transition to Housing Act (HEARTH Act)</p>	<p>A federal act which amended and reauthorized the McKinney-Vento Homeless Assistance Act. The legislation increased priority on homeless families with children, significantly increased resources to prevent homelessness, continued to provide incentives for developing permanent supportive housing, and granted rural communities greater flexibility.</p>
<p>Homeless Veterans' Reintegration Program (HVRP)</p>	<p>The Homeless Veterans' Reintegration Program (HVRP) is an employment focused competitive grant program of the Department of Labor, Veterans' Employment and Training Service (DOL-VETS), the only federal grant to focus exclusively on competitive employment for homeless veterans. Initially authorized in 1987 under Section 738 of Stewart B. McKinney Homeless Assistance Act, HVRP and its companion programs are currently authorized under Title 38 U.S.C. Sections 2021, 2021A and 2023.</p>
<p>Homelessness Management Information System (HMIS)</p>	<p>HMIS is a computerized data collection system designed to capture client information over time on the characteristics, service needs and accomplishments of homeless persons. HUD requires all CoC applicants to demonstrate progress in implementing HMIS.</p>
<p>Homelessness Prevention & Rapid Re-Housing Program (HPRP)</p>	<p>HUD program created in 2009 under the Recovery Act that ended in August 2011. It focused on preventing homelessness and rapidly re-housing persons who were living on the streets or in emergency shelter.</p>
<p>Housing Choice Voucher "Section 8" (HCV)</p>	<p>A federally funded rent-subsidy program for low-income households- recently renamed the Housing Choice Voucher (HCV) program. Under Section 8, a tenant pays 30-40% of their monthly income for rent and the government pays the remainder, up to a set maximum Fair Market Rent. Section 8 subsidies can be tenant-based (awarded to a tenant household that can take them to any private landlord) or site-based/project-based (awarded to an owner who uses it on the same unit over time).</p>

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<p>Housing First</p>	<p>Housing First is an approach that offers permanent housing as quickly as possible for people experiencing homelessness, particularly for people with long histories of homelessness and co-occurring health challenges, while providing the supportive services people need to keep their housing and avoid returning to homelessness. The provider ensures that the supportive services that program participants need or want in order to achieve permanent housing and to increase income are offered, but are not required as a condition of housing, including links to mainstream programs or partner agencies (i.e. mental health services, substance abuse treatment, medical services, child care, etc.). Income, sobriety and/or participation in treatment or other services are voluntary and are not required as a condition for housing.</p>
<p>Housing Inventory Chart (HIC)</p>	<p>The Housing Inventory Count (HIC) is a point-in-time inventory of provider programs within a Continuum of Care that provide beds and units dedicated to serve people experiencing homelessness (and, for permanent housing projects, where homeless at entry, per the HUD homeless definition), categorized by five Program Types: Emergency Shelter; Transitional Housing; Rapid Re-housing; Safe Haven; and Permanent Supportive Housing.</p>
<p>Housing Navigation</p>	<p>Housing Navigation is the process by which homeless clients that have entered the CES system are provided ongoing engagement, document collection, and case management services in order to facilitate a match to an appropriate housing resource. In the context of CES, outreach workers, case managers, and other homeless service providers may provide housing navigation assistance.</p>
<p>Housing Navigator(s)</p>	<p>Housing Navigator is the client’s primary point of contact in CES, often a social worker, case manager, outreach worker, or volunteer. The primary function of the Housing Navigator is to: 1) assist clients in collecting necessary documents for housing applications, 2) accompany clients to housing appointments, and 3) assist clients in navigating the entire housing search and placement process.</p>
<p>Housing Opportunities for People with AIDS (HOPWA)</p>	<p>The HOPWA Program was established by HUD to address the specific needs of persons living with HIV/AIDS and their families. HOPWA makes grants to local communities, states, and nonprofit organizations for projects that benefit low-income persons medically diagnosed with HIV/AIDS and their families.</p>

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<p>HUD-VA Supportive Housing (HUD-VASH)</p>	<p>The HUD-Veterans Affairs Supportive Housing (HUD-VASH) program combines Housing Choice Voucher (HCV) rental assistance for homeless Veterans with case management and clinical services provided by the U.S. Department of Veterans Affairs (VA). VA provides these services for participating Veterans at VA medical centers (VAMCs) and community-based outreach clinics.</p>
<p>Matched</p>	<p>Matched is the process by which an individual in CES is determined to be eligible or initially eligible for a housing resource and is “matched” to that resource.</p>
<p>Medication-Assisted Treatment (MAT)</p>	<p>Medication-assisted treatment is considered the “gold standard” of care for opioid use disorder (OUD). The FDA has approved three medications for treating OUD: methadone, buprenorphine and naltrexone.</p>
<p>National Alliance to End Homelessness (NAEH)</p>	<p>A nationally recognized leader on the issues of homelessness. NAEH studies and tracks public policies, data, and research, and best practices in the field of homelessness. www.endhomelessness.org</p>
<p>National Center for Homeless Education (NCHE)</p>	<p>Funded by the U.S. Department of Education, the National Center for Homeless Education (NCHE) serves as the Department's technical assistance and information center for the federal Education for Homeless Children and Youth (EHCY) Program. In this role, NCHE provides research, resources, and information enabling communities to address the educational needs of children experiencing homelessness. The Center also supports educators and service providers through producing training and awareness materials and providing training at regional and national conferences and events.</p>
<p>National Youth Forum on Homelessness (NYFH)</p>	<p>The National Youth Forum on Homelessness (NYFH) is a group comprised exclusively of young people to contribute to the growing national dialogue on how to make youth homelessness rare, brief, and non-recurring. NYFH ensures that the national conversation is informed by and filtered through the perspectives of young people who have experienced homelessness, and that strategies to end homelessness are generated by youth and young adults themselves.</p> <p>The primary goal of NYFH is to identify and analyze policy that impacts youth who are at risk of or experiencing homelessness, and advocate for strong policy based upon that analysis. Forum members, all of whom have experienced homelessness, use personal experience, research, and data to assess the effectiveness of programs that assist homeless youth and advocate for change.</p>

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<p>Not In My Back Yard (NIMBY)</p>	<p>The term “NIMBY” describes the opposition of residents to the nearby location of something they consider undesirable.</p>
<p>Notice of Funding Availability (NOFA)</p>	<p>The Notice of Funding Opportunity and the Notice of Funding Availability, better known as NOFO and NOFA, are the means by which the federal government announces grant opportunities.</p>
<p>Outreach</p>	<p>In the context of the CES system, Outreach is defined as the activity of engaging a homeless individual through the process of rapport building with the goal of linking that individual to a permanent housing resource. Outreach and engagement is an ongoing process that “involves creativity, flexibility, may take months or years, and involves establishing a relationship” to connect a client to services (Olivet, Bassuk, Elstad, Kenny, and Jassil, 2010). Outreach can be viewed as a “service in itself” and “a process of building a personal connection that may play a role in helping a person improve his or her housing, health status, or social support network” (Olivet, Bassuk, Elstad, Kenny, and Jassil, 2010). Outreach and engagement should be approached in a client-centered and voluntary manner that does not create any time constraints as to the alacrity in which the client voluntarily seeks permanent housing.</p>
<p>Outreach Coordination</p>	<p>The planning and ongoing coordination of outreach activities in a region. This should include a multi-disciplinary approach that ensures adequate geographic coverage and the use of best practices to outreach.</p>
<p>Parenting Youth</p>	<p>A youth who identifies as the parent or legal guardian of one or more children who are present with or sleeping in the same place as that youth parent, where there is no person over age 24 in the household.</p>
<p>Permanent Housing (PH)</p>	<p>Community-based housing without a designated length of stay, which includes both Permanent Supportive Housing (PSH) and Rapid Rehousing (RRH). Examples of permanent housing include, but are not limited to, a house or apartment with a month-to-month or annual lease term or home ownership.</p>
<p>Permanent Supportive Housing (PSH)</p>	<p>Long-term, community-based housing that has supportive services for homeless persons with disabilities. This type of supportive housing enables the special needs of populations to live independently as possible in a permanent setting. Permanent</p>

Glossary of Terms

	housing can be provided in one structure or in several structures at one site or in multiple structures at scattered sites.
Point-in-Time Count (PIT Count)	A snapshot of the homeless population taken on a given day. Since 2005, HUD requires all CoC applicants to complete this count every other year in the last week of January. This count includes a street count in addition to a count of all clients in emergency and transitional beds.
Project Based Rental Assistance (PBRA)	PBRA is a type of HUD housing program where HUD directly contracts with private landlords to provide affordable homes to low-income tenants at certain properties. In PBRA, the recipient or subrecipient contracts for a particular unit or property and the participant then enters a lease with the landlord. If the participant moves, the PBRA stays with the unit for the next eligible participant.
Public Housing Authority (PHA)	Housing choice vouchers are administered locally by public housing agencies (PHAs). The PHAs receive federal funds from the U.S. Department of Housing and Urban Development (HUD) to administer the voucher program.
Rapid Rehousing (RRH)	A support intervention that uses a combination of case management, Housing Navigation, and short to medium term financial assistance to assist mid-range acuity homeless households identify and stabilize in tenant-based, scattered site, permanent housing.
Regional Coordination	Oversight of SPA-wide partnerships across public and private entities that ensure homeless persons are fully supported and connected to housing and services within their respective communities. Regional and coordinated access to housing and services ensures that a homeless person does not have to go to multiple agencies to obtain housing and services assistance.
Rent Reasonableness	The total rent charged for a unit must be reasonable in relation to the rents being charged during the same time period for comparable units in the private unassisted market and must not be in excess of rents being charged by the owner during the same period for comparable non-luxury unassisted units. Such determinations should consider: (a) location, quality, size, type, and age of unit; and (b) any amenities, housing services, maintenance, and utilities to be provided by the owner. Comparable rents may be verified by using a market study, reviewing comparable units advertised for rent, or by obtaining

Glossary of Terms

	written verification from the property owner documenting comparable rents for other units owned.
Section 8	A federally funded rent-subsidy program for low-income households- recently renamed the Housing Choice Voucher (HCV) program. Under Section 8, a tenant pays 30-40% of their monthly income for rent and the government pays the remainder, up to a set maximum Fair Market Rent. Section 8 subsidies can be tenant-based (awarded to a tenant household that can take them to any private landlord) or site-based/project-based (awarded to an owner who uses it on the same unit over time).
Shelter Plus Care (SPC/S+C)	A HUD homeless program that was once a program under the McKinney-Vento Act. SPC provided rent subsidies to households that are homeless and in which at least one adult has a disability that prevents the person/household from being able to live independently. SPC projects are now part of the CoC program.
Single Room Occupancy (SRO)	SROs are private rooms that contain either food preparation or sanitary facilities, or both, that are designed for occupancy by a single individual.
Social Enterprise	Social Enterprises are profit or non-profit organizations whose primary purpose is “common good to advance their social, environmental and human justice agendas.” Many Social Enterprises provide a supportive work environment for those with significant barriers to employment. Social Enterprises provide those with barriers to employment, including individuals experiencing homelessness, those reentering the community from incarceration, Veterans, disconnected youth, and those with disabilities, subsidized transitional employment combined with case management, supportive services, and job readiness skills to prepare the hard-to-serve individual for unsubsidized, permanent employment.
Social Security Disability Insurance (SSDI)	SSDI is an insurance program for disabled people who have paid FICA taxes for a certain number of calendar quarters. SSDI pays a variable monthly benefit amount, which depends on your work history. Payments begin after a 5-month waiting period from the time of disability. The Social Security Administration (SSA) administers SSDI.

Glossary of Terms

<p>Sponsor-Based Rental Assistance (SBRA)</p>	<p>In SBRA, sponsor agencies rent units in the private market and then sublet the units to program participants. Sponsors may be private nonprofit organizations or community mental health agencies established as nonprofit organizations. If the participant moves, the sponsor may sublease to a different participant or use the SBRA in a different unit with the current participant. SBRA stays with the sponsor.</p>
<p>SSI/SSDI Outreach, Advocacy, and Recovery (SOAR)</p>	<p>A technical assistance initiative that assists people who are homeless to successfully apply for Social Security Income (SSI) and Social Security Disability Incomes (SSDI). The purpose of the initiative is to help people who are eligible for such benefits to receive them sooner, thereby more quickly facilitating that person's ability to move into housing.</p>
<p>Substance Abuse (SA)</p>	<p>Programs that are tailored for individuals with substance abuse issues are programs that serve individuals who have acknowledged addiction problems related to alcohol and drug use and who seek services or housing to support their sobriety.</p>
<p>Substance Abuse Mental Health Services Administration (SAMHSA)</p>	<p>SAMHSA is a public health agency within the U.S. Department of Health and Human Services. The mission of the agency is to be responsible for improving the accountability, capacity, and effectiveness of the Nation's substance abuse prevention, addictions treatment, and mental health services delivery system.</p>
<p>Super Notice of Funding Availability (SuperNOFA)</p>	<p>By using a SuperNOFA, HUD announces the availability of funding awards.</p>
<p>Supplemental Security Income (SSI)</p>	<p>SSI is a federal income supplement program funded by general tax revenues and not Social Security taxes. SSI is designed to help aged and disabled people who have little or no income and provides cash to meet basic needs for food, clothing, and shelter.</p>
<p>Supportive Housing Program (SHP)</p>	<p>A HUD homeless program that was once a program under the McKinney-Vento Act; now all SHP projects are now part of the CoC program. SHP provided funds for supportive services, as well as rent subsidies and/or housing operating subsidies.</p>
<p>Supportive Services</p>	<p>Services that may assist homeless participants in the transition from the streets or shelters into permanent or permanent supportive housing, and that assist persons with living successfully in housing.</p>

Glossary of Terms

<p>Supportive Services Only (SSO)</p>	<p>HUD Homeless Assistance Program term for projects which provide support services only (no housing provided).</p>
<p>Tenant Based Rental Assistance (TBRA or TRA)</p>	<p>HOME Investment Partnerships Program (HOME) permits Participating Jurisdictions (PJs) to create flexible programs that provide assistance to individual households to help them afford the housing costs of market-rate units. These programs are known as "Tenant-Based Rental Assistance," or TBRA. HOME TBRA programs differ from other types of HOME rental housing activities in three key ways:</p> <ul style="list-style-type: none"> • TBRA programs help individual households, rather than subsidizing particular rental projects. • TBRA assistance moves with the tenant—if the household no longer wishes to rent a particular unit, the household may take its TBRA and move to another rental property. • The level of TBRA subsidy varies—the level of subsidy is based upon the income of the household, the particular unit the household selects, and the PJ’s rent standard (rather than being tied to the PJ’s high and low HOME rents). <p>There are many different types of TBRA programs, but the most common type provides payments to make up the difference between the amount a household can afford to pay for housing and the local rent standards. Other TBRA programs help tenant pay for costs associated with their housing, such as security and utility deposits.</p>
<p>Transition Age Youth (TAY)</p>	<p>An individual between the ages of 16 and 24. Please note that while the Youth Coordinated Entry System serves youth and young adults, ages 16-24, for the purposes of Rapid Rehousing and other housing resources that require a lease to be signed, youth must be at least 18 years old to sign a lease.* Therefore, for the program area of Rapid Rehousing, TAY are defined as youth ages 18-26.</p> <p>*Youth under age 18 who have legally emancipated are legally able to sign a lease. However, the prevalence of youth who have emancipated before age 18 is rare.</p>
<p>Transitional Housing (TH)</p>	<p>A general name for a variety of time-limited housing programs that are intended to help households ready themselves to move to permanent housing. HUD TH programs are limited to homeless households and are intended to serve households for</p>

Glossary of Terms

	no more than 2 years and usually have specific supportive services as a part of the program.
Transitional Housing (TH)	Transitional housing (TH) is designed to provide homeless individuals and families with the interim stability and support to successfully move to and maintain permanent housing. Transitional housing may be used to cover the costs of up to 24 months of housing with accompanying supportive services. Program participants must have a lease (or sublease) or occupancy agreement in place when residing in transitional housing.
U.S. Department of Housing and Urban Development (HUD)	HUD is a federal department created in 1965 to increase homeownership, support community development and housing free from discrimination. Since 1987, HUD has been responsible for funding homeless programs, which today comprise the CoC.
U.S. Department of Veterans Affairs (VA)	The mission of the VA is to provide excellence in patient care, veterans' benefits and customer satisfaction.
Unaccompanied Youth	Unaccompanied youth are persons under age 18 who are not accompanied by a parent or guardian and are not a parent presenting with or sleeping in the same place as his/her child(ren). Unaccompanied youth are single youth, youth couples, and groups of youth presenting together as a household.
Unduplicated Count	The number of people who are homeless within a specified location and time period. An unduplicated count ensures that individuals are counted only once regardless of the number of times they entered or exited the homeless system or the number of programs in which they participated.
United States Interagency Council on Homelessness (USICH)	The mission of the USICH is to coordinate the federal response to homelessness and to constellate a national partnership at every level of government and every element of the private sector to reduce and end homelessness in the nation. www.usich.gov
Veteran	This subpopulation category of the PIT includes adults who have served on active duty in the Armed Forces of the United States. This does not include inactive military reserves or the National Guard unless the person was called up to active duty.

Glossary of Terms

Victim Service Provider	A private nonprofit organization whose primary mission is to provide services to victims of domestic violence, dating violence, sexual assault, or stalking. This term includes rape crisis centers, battered women’s shelters, domestic violence transitional housing programs, and other programs.
Victims of Domestic Violence	This subpopulation category of the PIT includes adults who have been victims of domestic violence, dating violence, sexual assault, or stalking.
Voices of Youth Count (VoYC)	Voices of Youth Count (VoYC) is a mixed-methods, multicomponent study that documents the prevalence and incidence rates of homeless youth in the United States, and describes the population's characteristics, service gaps, and interventions of selected communities.
Youth	Persons under age 25, including children under age 18 and young adults ages 18 to 24.
Youth and Young Adults (YYA)	<p>The Federal definition of youth is as follows: those under 25 years old in three stages: early adolescence (under 14), middle adolescence (15-17), late adolescence and early adulthood / young adults (18-24).</p> <p>Federal Definitions Youth.gov</p>
Youth at Risk of Homelessness (YARH)	<p>Youth At-Risk of Homelessness (YARH) is the Children’s Bureau, within the Administration for Children and Families (U.S. Department of Health and Human Services), multi-phase grant program to learn what works to prevent homelessness among Youth and Young Adults (YYA) with child welfare system involvement.</p> <p>Homeless youth defined as:</p> <ul style="list-style-type: none"> • Sleeping on the streets • Sleeping in shelters • Living in transitional housing • Couch surfing • Doubled-up with friends or family

Memorandum



CITY OF DALLAS

DATE December 8, 2023

TO Honorable Mayor and Members of the City Council

SUBJECT **Office of Homeless Solutions Upcoming Agenda Item #46 – Dallas County 4150 Independence Drive Subrecipient Agreement**

The purpose of this memorandum is to provide an update on the Dallas County funding for the project located at 4150 Independence Drive. This item concerns the acceptance of a \$2,500,000.00 grant from the County's allocated American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Grant Funds from Dallas County. Staff will bring a comprehensive briefing of the larger project to the Housing and Homelessness Committee later this Spring.

Dallas County initially directed City staff to seek authorization for four separate projects not to exceed \$2,500,000.00 each via an interlocal agreement and four subrecipient grant agreements – one agreement per \$2,500,000.00 project – to be located in each county commissioner district. However, after September 19, 2023, the Dallas County Commissioners Court redirected City staff to seek separate approval of potential projects via subrecipient agreement instead of by an interlocal agreement. The City provided sufficient detail for Dallas County to consider authorization of \$2,500,000.00 for one project located at 4150 Independence Drive (city-owned real property). Dallas County approved and authorized the \$2.5 million subrecipient agreement on November 7, 2023. Agenda item #46 is the City of Dallas authorization to complete the acceptance of this Dallas County funding.

Agenda item # 46,

Authorize (1) rescinding Resolution No. 22-1011, previously approved on June 22, 2022 that authorized the execution of an interlocal agreement with Dallas County ("County") to accept funds in an amount not to exceed \$10,000,000.00; (2) the acceptance of a \$2,500,000.00 grant from the County's allocated American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Grant Funds; and (3) execution of a subrecipient agreement using such funds for the redevelopment, renovation, and construction of 4150 Independence Drive, Dallas, Texas 75237 (city-owned real property) to provide supportive housing and services for households at or below the 30 percent Area Median Income for the period December 13, 2023 through September 30, 2026 - Not to exceed \$2,500,000.00 - Financing: FY22 Dallas County ARPA Grant Funds.

DATE December 13, 2023
SUBJECT **Office of Homeless Solutions Upcoming Agenda Item #46 – Dallas County 4150
Independence Drive Subrecipient Agreement**
PAGE **2 of 2**

We are excited to partner once again with Dallas County on critical needs for our unsheltered residents and maximize our collective impacts across the City.

Should you have any questions or concerns, please contact me or Christine Crossley, Director, Office of Homeless Solutions at christine.crossley@dallas.gov.

Putting Service First,



Kimberly Bizer Tolbert,
Deputy City Manager

c: T.C. Broadnax, City Manager
Tammy Palomino, City Attorney
Mark Swann, City Auditor
Billerae Johnson, City Secretary
Preston Robinson, Administrative Judge
Jon Fortune, Deputy City Manager
Majed A. Al-Ghafry, Assistant City Manager
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Dr. Robert Perez, Assistant City Manager
Carl Simpson, Assistant City Manager
Jack Ireland, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors



CITY OF DALLAS

DATE December 12, 2023

Honorable Members of the City Council Housing and Homelessness Solutions Committee:
TO Jesse Moreno (Chair), Cara Mendelsohn (Vice Chair), Zarin Gracey, Chad West, Gay
Donnell Willis

SUBJECT **Office of Homeless Solutions Upcoming Agenda Items - #45, #47, #48, and #49**

The purpose of this memorandum is to provide information regarding the following upcoming agenda items # 45, # 47, # 48, and # 49 on the December 13, 2023, City Council Agenda.

Agenda item # 45,

Authorize (1) preliminary adoption of Substantial Amendment No. 1 to the FY 2023-24 Action Plan for HOME Investment Partnerships Program American Rescue Plan Act Grant Funds for Homelessness Assistance and Supportive Services from the U.S. Department of Housing and Urban Development to reallocate funds in the total amount of \$5,148,311.00 in HOME funds from Tenant Based Rental Assistance to Supportive Services in the amount of \$5,116,875.00 and to Administration and Planning in the amount of \$31,436.00, to continue supportive services and administration for the expanded R.E.A.L. Time Rapid Rehousing Program; and (2) a public hearing to be held on January 24, 2024 to receive comments on the proposed use of funds – Financing: No cost consideration to the City.

Funds allocated for Tenant Based Rental Assistance under the original R.E.A.L. Time Rehousing Initiative (formerly known as the Dallas R.E.A.L. Time Rapid Rehousing Initiative) were calculated conservatively, leaving unobligated funding that could be used later as needed. This conservative approach allowed for a surplus in the Tenant Based Rental Assistance category that now needs to be moved to the Supportive Services category, so that the R.E.A.L. Time Rehousing Initiative can serve more people with services and rental assistance.

Following preliminary adoption, the Substantial Amendment No. 1 to the FY 2023-24 Action Plan for the HOME ARPA Grant Funds will be made available for public review and comment from December 20, 2023, through January 23, 2024. A summary will be published in the Dallas Morning News on or about December 20, 2023, to provide an opportunity to submit written comments through January 23, 2024. Final City Council adoption is scheduled for January 24, 2024.

Federal regulations require that a public hearing be held on Substantial Amendment No. 1

to the FY 2023-24 Action Plan to reallocate HOME ARPA Grant Funds. A public hearing on January 24, 2024, will satisfy the requirements set forth in HUD regulations and the City's Citizen Participation Plan.

Agenda item # 47,

Authorize (1) the ratification of the City Manager's purchase of consulting services provided by Wright Choice Group, LLC from October 1, 2023 through December 12, 2023 relating to the city-owned property located at 2929 South Hampton Road, Dallas, Texas 75233 for the Office of Homeless Solutions not to exceed \$34,200.00; and (2) a contract with Wright Choice Group, LLC for the term of fourteen (14) months for consultant services to include meeting design and facilitation services, plan development, and project recommendations, starting on December 13, 2023, for city-owned property located at 2929 South Hampton Road, Dallas, Texas 75233 for persons experiencing housing instability or homelessness in an amount not to exceed \$110,133.00 - Total not to exceed \$144,333.00 - Financing: General Fund (subject to annual appropriations).

This service contract will continue to provide a localized, grassroots-oriented facilitation service to design and carry out meetings with the area work group, regarding plan development, and project recommendations for the city-owned property located at 2929 South Hampton Road, Dallas, Texas 75233. Having been engaged with the Project for the City of Dallas during the contract period that ended on September 30, 2023, only Wright Choice Group, LLC can best provide the required services. Additionally, the new contract is needed to ensure there is no gap or delay in services to ensure that the City continues to make progress on the Project.

Agenda item # 48,

Authorize the (1) acceptance of a grant from the Texas Department of Housing and Community Affairs ("TDHCA") in the amount of \$164,293.00 to provide services to the homeless through the Homeless Housing and Services Program, for the period September 1, 2023 through May 31, 2024; (2) establishment of appropriations in an amount not to exceed \$164,293.00 in the FY 2022 TDHCA-Homeless Housing and Services Program Reallocation Fund; (3) receipt and deposit of funds in an amount not to exceed \$164,293.00 in the FY 2022 TDHCA-Homeless Housing and Services Program Reallocation Fund; (4) City Manager to enter into, represent the City with respect to, and execute, the contract with TDHCA for FY 2022 TDHCA-Homeless Housing and Services Program Reallocation Fund; and (5) execution of the grant agreement and all terms, conditions, and documents required by the agreement - Not to exceed \$164,293.00 - Financing: Texas Department of Housing and Community Affairs Grant Funds.

Approval of this item will authorize acceptance of the grant from TDHCA in an amount not to exceed \$164,293.00 to provide services to the homeless through HHSP. Under the HHSP rule, each municipality receiving HHSP funding must provide a resolution that, in

DATE December 13, 2023
SUBJECT **Office of Homeless Solutions Upcoming Agenda Items - #45, #47, #48, and #49**
PAGE **3 of 3**

addition to accepting the grant, includes specific authorization to enter into a contract with TDHCA for HHSP funds and provides the title of the person authorized to represent the entity and having signature authority to execute a contract.

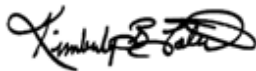
Agenda item # 49,

Authorize the City Manager to execute Supplemental Agreement No. 4 to add funding in the amount of \$164,293.00 with Bridge Steps for the management and all operational responsibility of the City's homeless shelter facility for FY 2023-24 for the Office of Homeless Solutions - Not to exceed \$164,293.00, from \$5,669,686.00 to \$5,833,979.00 – Financing: FY 2022 TDHCA-Homeless Housing and Services Program Reallocation Fund (subject to annual appropriations)

On August 18, 2023, additional funds were made available in the amount of \$164,293.00 from the Texas Department of Housing and Community Affairs (TDHCA) reallocation fund for services provided by The Bridge. Notification of the additional funds was not received in time to be included in the acceptance of funding on the August 23, 2023, City Council agenda meeting. This item will add the reallocated funds to the management services with Bridge Steps contract authorized on August 23, 2023.

Should you have any questions or concerns, please contact me or Christine Crossley, Director of the Office of Homeless Solutions at christine.crossley@dallas.gov.

Putting Service First,



Kimberly Bizer Tolbert,
Deputy City Manager

c: T.C. Broadnax, City Manager
Tammy Palomino, Interim City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Jon Fortune, Deputy City Manager

Majed A. Al-Ghafry, Assistant City Manager
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Dr. Robert Perez, Assistant City Manager
Carl Simpson, Assistant City Manager
Jack Ireland, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors

Housing & Homelessness Solutions Committee Forecast

Committee Date	Briefing Item/ Report	Presenter(s)
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DECEMBER 12	Briefing Presentation: Upcoming Agenda Item: Home Repair Amendment	HOU - Thor Erickson, Assistant Director, Housing
	Briefing Presentation: Citizens Homelessness Commission - Roles & Responsibilities	Christine Crossley, Director, Office of Homeless Solutions; Boards & Commissions Secretary (<i>name placeholder</i>)
	Briefing Memorandum: 1950 Fort Worth Avenue Property Update	Cynthia and Christine (HOU & OHS)
	Briefing Memorandum: Glossary of Terms	Christine Crossley, Director, Office of Homeless Solutions; Thor Erickson, Assistant Director, Housing; Darwin Wade, Assistant Director, Housing
January	Briefing Presentation: Dallas Housing Policy 2033 (DHP33) Implementation Updates	HOU – Thor Erickson, Assistant Director, Housing
	Briefing Memorandum: Dallas Housing Authority	Troy Broussard, President and CEO, Dallas Housing Authority
	Briefing Memorandum: Low-Income Housing Tax Credit (LIHTC)	HOU – Darwin Wade, Assistant Director, Housing
	Information Item: Performance Measures	HOU – Thor Erickson, Assistant Director, Housing and Vicki Oppenheim, Senior Housing Policy Research Analyst
	Briefing Memorandum: Dollar amount spent by each City across the CoC <i>final title pending</i>	Christine Crossley, Director, Office of Homeless Solutions; Joli Robinson, President & CEO, Housing Forward
	Briefing Memorandum: Continuum of Care Program Shelter Beds – To include: beds broken down by Council District (current &	Christine Crossley, Director, Office of Homeless Solutions; Joli Robinson, President & CEO, Housing Forward

	planned), broken out by CoC and zip codes	
	HOPE Report *Special Called Meeting	Council-led
	Briefing Memorandum: North Texas Behavioral Authority (NTBHA); to include attachment: list of regional Mental Health Hospitals (<i>final title pending</i>)	Carol Lucky, Chief Executive Officer, NTBHA
February	Briefing Presentation: All INside Informative presentation (<i>final title pending</i>)	Rachel Wilson, Federal Team Lead for Dallas & Collin Counties, All INside Initiative, U.S. Department of Housing and Urban Development
	Briefing Memorandum: Development Update	HOU – Darwin Wade, Assistant Director, Housing
	Briefing Memorandum: The Bridge Good Neighbor Agreement Update – Report of the November 2023 Community Engagement Sessions	Christine Crossley, Director, Office of Homeless Solutions
MARCH 25	Briefing Presentation: Dallas Homebuyer Assistance Program (DHAP)	HOU – Thor Erickson, Assistant Director, Housing
	Briefing Presentation: Homeless Response System Quarterly Report (<i>May be moved to April, pending inclement weather</i>)	Christine Crossley, Director, Office of Homeless Solutions; Sarah Kahn, (I) President & CEO, Housing Forward
	2929 S. Hampton Briefing	