

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**

DEPARTMENT: Community and Human Development

AGENDA DATE: April 10, 2012

CONTACT PERSON/PHONE: William Lilly/541-4643

DISTRICT(S) AFFECTED: All Districts

SUBJECT:

APPROVE a resolution / ordinance / lease to do what? OR AUTHORIZE the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

Authorize the City Manager to sign all contracts and documents with the State of Texas for additional HHSP funds, and with the agencies identified in Attachment A for Below Market Interest Rate funds (\$51,461) and Housing Trust Funds (\$271,442), as well as amendments to such contracts which add or reduce funding when such amendments are consensual, including the de-obligation of funds by mutual termination; and take any actions necessary to accomplish the intent of this resolution, and well as sign all Certifications, Performance Reports, and any agreements or related documents for TDHCA or agency HHSP activities upon approval by the City Attorney's Office and Director of Community and Human Development.

BACKGROUND / DISCUSSION:

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

On November 10, 2009, City Council authorized the City Manager to sign and submit an application to the Texas Department of Housing and Community Affairs (TDHCA) for a two-year Homeless Housing and Service Program (HHSP) grant in the amount of \$1,626,459 that the City utilized to fund, until May 31, 2011, eligible operation and direct service costs of 14 non-profit, homeless service providers in the El Paso community.

During the 82nd Legislative Session, the continued funding of the HHSP was identified by the Texas Legislature as a high priority and provided re-programmed appropriated funds from other sources to be awarded to eight previously-funded Texas cities. The State of Texas Governor's Office and TDHCA awarded the City of El Paso \$51,461 in Below Market Interest Rate (BMIR) funds and \$271,442 in Housing Trust Funds (HTF) for the period of September 1, 2011 through August 31, 2012, and requested that the City of El Paso provide budgets for these funding sources. The City conducted a Request for Proposal (RFP) process and recommends awarding the BMIR and HTF funds to the agencies identified in **Attachment A**.

BMIR funds can be used for construction and rehabilitation of structures targeted to serving homeless or at-risk individuals; operations of direct services; case management; housing retention; homelessness prevention; rental assistance; or other homelessness related activities as approved by TDHCA.

HTF funds are restricted to administration, rental assistance, construction and rehabilitation, and cannot be used to provide case management services. HTF funds allow up to 5% of the allocation to be utilized for administration costs related to staff performing management, reporting and accounting of program activities.

After this item is approved by City Council, the City will enter into contractual agreements with the agencies identified in **Attachment A** for utilization of the BMIR and HTF funds for the period of December 1, 2011 to August 31, 2012.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one?

Yes, City Council previously approved activities funded under the initial HHSP allocation from the State of Texas.

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

Project accounts will be established after all contracts are executed. Budget transfers to appropriate the funds will be required.

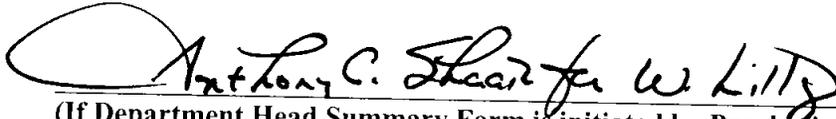
BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

N/A

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:



(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

Information copy to appropriate Deputy City Manager

RESOLUTION

WHEREAS, on November 10, 2009, the City Council for the City of El Paso authorized the City Manager to sign and submit an application to the Texas Department of Housing and Community Affairs (TDHCA) for a two-year Homeless Housing and Services Program (HHSP) grant in the amount of \$1,626,459 that the City utilized to fund, until May 31, 2011, eligible operation and direct service costs of 14 non-profit, homeless service providers in the El Paso community; and

WHEREAS, during the 82nd Legislative Session the continued funding of the HHSP was identified by the Texas Legislature as a high priority and provided re-programmed appropriated funds from other sources (General Revenue, Below Market Interest Rate and Housing Trust Funds) to be awarded to eight previously HHSP-funded Texas cities; and

WHEREAS, the State of Texas Governor's Office and TDHCA identified General Revenue (GR) funds in the amount of \$70,078.48, Below Market Interest Rate (BMIR) funds in the amount of \$51,461 and Housing Trust Funds (HTF) in the amount of \$271,442 to award to the City of El Paso for one year from September 1, 2011 through August 31, 2012, and requested that the City of El Paso provide budgets for these three funding sources; and

WHEREAS, on November 29, 2011, after accepting proposals from eligible homeless service providers, the City Council for the City of El Paso awarded the \$70,078.48 in GR funds to: (1) Child Crisis Center of El Paso – Emergency Shelter for Children (\$35,000); and (2) Opportunity Center for the Homeless, Inc. – Women in Transition Shelter Resource Center (\$35,078.48); and

WHEREAS, the Community and Human Development Department accepted proposals from eligible homeless service providers and recommends awarding the \$51,461 in Below Market Interest Rate funds to: (1) Rescue Mission of El Paso-Homeless Shelter (\$25,730); and (2) Opportunity Center for the Homeless-Men's Shelter Day Resource Center (\$25,731) for Maintenance, Operations and Furnishings; and further recommends awarding the \$271,442 in Housing Trust Funds (HTF) to: (1) The County of El Paso – Homeless Prevention Program (\$75,000) for Homeless Prevention; (2) Opportunity Center for the Homeless- 510 S. Oregon Street Family Shelter (\$79,007); (3) TVP Non Profit Corporation-Magoffin Apartments (\$41,532); and (4) YWCA Transitional Living Center-TLC HTF Project (\$75,000) for Construction/Rehabilitation activities.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

1. That the City Manager be authorized to sign all contracts and documents with the State of Texas, and with the agencies identified in the recitals above for Below Market Interest Rate funds, and the agencies identified in the recitals above for the Housing Trust Funds, which are hereby approved for these additional HHSP funds. The City Manager is authorized herein to sign amendments to such contracts which add to or reduce funding when such amendments are consensual, including the de-obligation of funds by mutual termination; and
2. That the City Manager be authorized to take any actions necessary to accomplish the intent of this resolution and be authorized to sign all Certifications, Performance Reports, and any agreements or related documents for TDHCA or agency HHSP activities upon approval by the City Attorney's Office and Director of Community and Human Development Department.

ADOPTED this _____ day of _____, 2012.

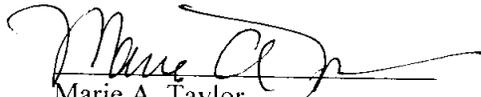
CITY OF EL PASO

John F. Cook
Mayor

ATTEST:

Richarda Duffy Momsen
City Clerk

APPROVED AS TO FORM:



Marie A. Taylor
Assistant City Attorney

APPROVED AS TO CONTENT:



William L. Lilly, Director
Community and Human Development

**FY 2011-2012 HHSP
Below Market Interest Rate (BMIR) & Housing Trust Funds (HTF) Budgets**

Detail of Activities by Category & Method of Calculation	Basis for Cost	Line Item Totals	Category Totals
BELOW MARKET INTEREST RATE (BMIR) FUNDS			
RESCUE MISSION OF EL PASO Homeless Shelter	Contract Period 12/01/11-08/31/12		
D. Maintenance, Operation and Furnishings Utilities: Electricity/Gas/Water Equipment & Furnishings: Commercial Grade Washers & Dryers	Current rates 4) Speed Queen Washers @ 399 4) Speed Queen Dryers @ \$368	\$22,662.00 \$ 3,068.00	\$25,730.00
OPPTY CTR FOR THE HOMELESS – Men’s Shelter Day Resource Center	Contract Period 12/01/11-08/31/12		
D. Maintenance, Operation and Furnishings Consumable Supplies Utilities/Occupancy Expense Equipment Rental/Maintenance Printing/Publication/Postage Insurance (Property/Liability) Food Van Fuel/Repairs Maintenance Repairs	Prior Operations Prior Operations Prior Operations Prior Operations Prior Operations Prior Operations Prior Operations Prior Operations	\$4,300.00 \$3,500.00 \$5,100.00 \$300.00 \$5,030.00 \$2,501.00 \$2,900.00 \$2,100.00	\$25,731.00
BELOW MARKET INTEREST RATE (BMIR) FUNDS	TOTAL		\$51,461.00
HOUSING TRUST FUND (HTF)			
A. ADMINISTRATION (.3325%)			\$902.60
COUNTY OF EL PASO – Homeless Prevention Program	Contract Period 12/01/11-08/31/12		
D. Homelessness Prevention Rental Assistance for 75 clients	73.125 Clients X \$1,000 Monthly	\$75,000.00	\$75,000.00
OPPORTUNITY CENTER FOR THE HOMELESS –(510 S. Oregon Family Shelter	Contract Period 12/01/11-08/31/12		
B. Construction/Rehabilitation Rehab/ Construction of existing structure to include plumbing, electrical, HVAC, creation of family rooms, common areas, upgrades to windows and exterior as defined in the Scope of Work	Estimate of probable costs as prepared by a licensed architect	\$79,007.40	\$79,007.40
TVP NON PROFIT CORPORATION Magoffin Apartments	Contract Period 12/01/11-08/31/12		
B. Construction/Rehabilitation Rehab, of existing bathrooms/showers, upgrade of HVAC, installation of new flooring, window repair	Architects estimate of probable costs based on Scope of work	\$41,532.00	\$41,532.00
YWCA – TLC – HTF Project	Contract Period 12/01/11-08/31/12		
B. Construction/Rehabilitation Roof Canopy Construction and Roof Rehabilitation Architectural Fees	Costs of materials and labor Architectural fees of 8% of the costs	\$52,000.00 \$4,160.00	\$75,000.00

CITY OF EL PASO/Department of Community and Human Development

	of the project \$52,000		
City Permits	City permits and contingency costs of 10% of the costs of the project \$52,000	\$5,200.00	
General Contractor (GC)	Contractor fee of 20% of the costs of the project \$52,000	\$10,400.00	
Repairs from Leaks: breezeway, affected areas	Costs of materials and labor	\$3,240.00	
HOUSING TRUST FUND (HTF)	TOTAL		\$271,442.00