



Harris County  
Housing & Community Development  
1111 Fannin Street, 9th floor  
Houston, TX 77002  
(832) 927-4955  
hcd.harriscountytexas.gov

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May 9, 2025

Leah Barton  
Interim Executive Director  
Harris County Public Health  
1111 Fannin Street,  
Houston, Texas 77002

Attn: Ryan Bailey, Nuisance Supervisor

RE: PY2025 Annual Action Plan  
Project Name: Neighborhood Nuisance Abatement Program  
Project Number: 2025-003a

Dear Leah Barton,

We are pleased to inform you that the above referenced project has been approved for a conditional award in the amount of \$190,000 in Community Development Block (CDBG) Program Funds. Harris County Public Health will use the funding to assist with the abatement of unsafe structures that pose a health and safety risk to area residents. Harris County Public Health indicated a leverage amount of \$50,000 with a total project cost of \$240,000.

To remain compliant with HUD regulation 24 CFR 570.901 and 902, Harris County HCD will be diligent in monitoring the project's outcome performance and timely expenditure of grant funds. In particular, recurrent untimely expenditures jeopardize the availability of future funding for all Harris County subrecipients; by regulation, **HUD may reduce Harris County's CDBG award amount by up to 100 percent or reallocate Harris County's CDBG award to other jurisdictions for not meeting expenditure deadlines {24 CFR 570.902(c)(4); 24 CFR 576.501(b)(7)}.**

In the event that Harris County HCD determines that your project is not meeting quarterly performance benchmarks or expending the granted CDBG funds in a proportionate and timely manner, Harris County HCD will de-obligate remaining unexpended funds from your project unless otherwise settled and agreed upon between Harris County Public Health and Harris County HCD.

Furthermore, if HCD is forced to de-obligate funds from your project, the project may become ineligible from receiving funding for a period of not less than two years. You may appeal the de-obligation of funding by providing a written letter on letterhead explaining circumstances that prevented your project from meeting the performance benchmarks or timely expenditure. However, Harris County HCD reserves the right to deny your appeal if it is determined the deficiency in either performance or expenditure is too great or significant.



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Letter to Ms. Barton,  
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This award is contingent upon the following:

1. Approval from the U.S. Department of Housing and Urban Development (HUD)
2. Approval from HUD of the Environmental Review Record (ERR) and Release of Funds

In addition to meeting the conditions indicated above, you are required to provide the following items prior to contract development and execution:

1. Copies of all project-related subcontracts currently in effect or that will be in effect as of the start of your contract.
2. A written response on letterhead acknowledging your organization's acceptance of the conditional award.
3. An updated project timeline that will promote timely expenditure of CDBG funds, per requirements of 24 CFR 570.902, to include the following benchmarks.

Non-receipt of these items will delay the contract development phase as well as funding of the project. Any funds expended prior to contract execution and Commissioners Court approval will not be reimbursed. In addition, please retain a copy of all information submitted for your records.

All documentation should be sent to the attention Tyra Carrington no later than May 16, 2025. If you have questions regarding the requested information, please contact Tyra Carrington by email at [tyra.carrington@harriscountytexas.gov](mailto:tyra.carrington@harriscountytexas.gov).

Sincerely,

Thao Costis  
Executive Director

TC/tg/tg/ks/tc



**Harris County Public Health - Lead-Based Paint & Nuisance Abatement Programs Only**  
**Direct Project Delivery**  
**Personnel Cost Detail**

Position	FTE	Monthly Salary	No. of Months	Harris County	Other Funding Sources	TOTAL
<i>Example: Inspector</i>	1	\$ 3,000.00	12	\$ 36,000.00	\$ 6,000.00	\$ 42,000.00
Public Health Nuisance Supervisor	0.622653	\$ 6,691.79	12		\$ 50,000.00	\$ 50,000.00
NNA Specialist	1	\$ 4,713.27	12	\$ 56,559.20		\$ 56,559.20
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
<b>Salary Subtotal</b>				<b>\$ 56,559.20</b>	<b>\$ 50,000.00</b>	<b>\$ 106,559.20</b>
<b>Fringe Benefits</b>						
FICA (7.65%)				\$ 4,174.07		\$ 4,174.07
Fringe Benefits				\$ 56.56		\$ 56.56
Worker's Compensation (limited to no more than 5%)				\$ 497.72		\$ 497.72
Insurance				\$ 19,182.00		\$ 19,182.00
Retirement				\$ 8,653.56		\$ 8,653.56
<b>Fringe Benefits Subtotal</b>				<b>\$ 32,563.91</b>	<b>\$ -</b>	<b>\$ 32,563.91</b>
<b>Personnel Total</b>				<b>\$ 89,123.11</b>	<b>\$ 50,000.00</b>	<b>\$ 139,123.11</b>

<b>Non-Personnel Cost Detail</b>			
Record in detail the items requested			
Description	Harris County	Other Funding Sources	TOTAL
Travel	\$ 600.00		\$ 600.00
Communication Costs	\$ 1,100.00		\$ 1,100.00
Equipment, Materials and supplies	\$ 500.00		\$ 500.00
Demolitions (15)	\$ 94,176.89		\$ 94,176.89
Publications	\$ 4,000.00		\$ 4,000.00
Training	\$ 500.00		\$ 500.00
			\$ -
			\$ -
			\$ -
			\$ -
<b>Non-Personnel Detail Total</b>		<b>\$ 100,876.89</b>	<b>\$ 100,876.89</b>