



Legislation Text

File #: 23-0264, **Version:** 1

Department: Community Services

Department Head/Elected Official: Thao Costis, Interim Executive Director

Regular or Supplemental RCA: Regular RCA

Type of Request: Position

Project ID (if applicable): N/A

Vendor/Entity Legal Name (if applicable): N/A

MWDBE Contracted Goal (if applicable): N/A

MWDBE Current Participation (if applicable): N/A

Justification for 0% MWDBE Participation Goal: N/A - Goal not applicable to request

Request Summary (Agenda Caption):

Request by Community Services for approval of two positions effective January 14, 2023, in connection with an agreement between the county and the Texas General Land Office (GLO) to be funded by Community Development Block Grant - FY 2017 Hurricane Harvey Round One Funding Program.

Background and Discussion:

Harris County Community Services Department is seeking a Deputy Assistant Director (DAD) and an Affordable Housing Manager (AHM) position which will assist in providing supervision to an interdisciplinary team of professionals tasked with delivering affordable housing for the Housing Development and Special Initiatives division in the Community Services Department (CSD). The HD&SI DAD will assist the Assistant Director with the daily management of the division and assist in overseeing the general administrative, business, and project delivery while managing, supervising, and coordinating the day-to-day division operations in support of the County's affordable housing developments local, state, and federal funded projects and programs. The Housing Development & Special Initiatives team develops programs and oversees affordable housing development facilities and programs for compliance with federal, state, and county guidelines efforts to meet the needs of the Harris County Commissioners Court and the community.

Expected Impact:

The expected impact of the Deputy Assistant Director (DAD) and an Affordable Housing Manager (AHM) positions is to provide representation and program support management to ensure that the key fundamentals of coordinating housing development (pre-development, pre-construction and construction) and related activities essential to the successful financing and implementation of state and federal affordable housing developments efforts are met and assist executive leadership with the development of programs, guidelines, and implementation of HOME, CDBG, CDBG-DR funded projects. The fiscal impact to the County is anticipated to be \$1,227,042 in CDBG-DR funds over the next five fiscal years.

,Alternative Options:

Alternative options include CSD not having functional DAD & AFM positions to assist in overseeing the HD&SI Division.

Alignment with Goal(s):

- Justice and Safety
- Economic Opportunity
- Housing
- Public Health
- Transportation
- Flooding
- Environment
- Governance and Customer Service

Prior Court Action (if any):

Date	Agenda Item #	Action Taken
11/9/2021	21-6208	Creation of two positions

Location:

Address (if applicable):

Precinct(s): Countywide

Fiscal and Personnel Summary			
Service Name	Housing and Community Development		
	FY 23	FY 24	Next 3 FYs
Incremental Expenditures (do NOT write values in thousands or millions)			
Labor Expenditures	\$174,527	\$292,095	\$760,420
Non-Labor Expenditures	\$	\$	\$
Total Incremental Expenditures	\$174,527	\$292,095	\$760,420
Funding Sources (do NOT write values in thousands or millions)			
Existing Budget			
Grant	\$174,527	\$292,095	\$760,420
Choose an item.	\$	\$	\$
Total Current Budget	\$174,527	\$292,095	\$760,420
Additional Budget Requested			
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Additional Budget Requested	\$	\$	\$
Total Funding Sources	\$174,527	\$292,095	\$760,420
Personnel (Fill out section only if requesting new PCNs)			

Current Position Count for Service	9	11	11
Additional Positions Requested	2		
Total Personnel	11	11	11

Anticipated Court Date: January 10, 2023

Anticipated Implementation Date (if different from Court date): N/A

Emergency/Disaster Recovery Note: Disaster Recovery related item

Contact(s) name, title, department: Rene Martinez, Chief Housing & Community Development Officer,
Housing and Community Development, Harris County Community Services Department

Attachments (if applicable): 3441's