

Memorandum



CITY OF DALLAS

DATE January 8, 2018

Honorable Members of the Human and Social Needs Committee:
TO Councilmember Casey Thomas, II (Chair), Deputy Mayor Pro Tem Adam Medrano
(Vice Chair), Mayor Pro Tem Dwaine R. Caraway, Councilmember Omar Narvaez,
Councilmember Mark Clayton, Councilmember B. Adam McGough

SUBJECT **Update on Proposed Evaluation Criteria for Supportive Housing Sites**

Summary

The attached briefing documents provide an overview of recommended evaluation criteria for the evaluation of supportive housing sites. The recommendations include feedback from the Citizen Homelessness Commission's Supportive Housing Site Selection Subcommittee.

Background

The new Office of Homeless Solutions was formally effective on October 1, 2017. Prior to the creation of the new office, a formal protocol did not exist for the placement of supportive housing programs or the selection of property sites. Per the request of the Human and Social Needs Subcommittee, staff drafted a protocol to evaluate future supportive housing sites. The draft protocol was further reviewed by the new CHC subcommittee and briefed to the full CHC on December 15, 2017 (see attached briefing documents).

CHC Subcommittee Recommendation

The CHC subcommittee proposes that the following minimum threshold requirements apply to any property consider for supportive housing programs:

- Minimum score of 70 on the multi-tenant registration and inspection
- Must not be out of code compliance or have any outstanding multi-tenant complaints
- Ownership required to sign tri-party agreement with the tenant and the City of Dallas or subcontractor
- Sponsor must hold a public meeting per the City of Dallas guidelines

The subcommittee also developed a scoring matrix with a possibility of 100 points evaluating the property's location under the categories listed below. Although, each site will have a score, the subcommittee does recommend that a minimum score be required. The tool is intended to evaluate the strengths and weaknesses of potential supportive housing sites.

- Development location
- Demonstrations of Community Input
- Project Amenities
- Proximity of Site to public transportation, library, and recreation/community centers

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- Services Provided by Development
- Overall Property Score on City of Dallas Code Inspection Report

Staff Recommendation

Staff recommends the following modifications to the CHC's subcommittee's minimum threshold property requirements and scoring matrix:

- Minimum score of 90 on the multi-tenant registration and inspection prior to consideration by Citizen Homelessness Commission and City Council
- In effort to increase equitable placement, add 10 points to Development Location maximum points and reduce Demonstration of Community Input by 10 points
- Remove *Overall Property on City of Dallas Code Inspection Report* scoring component and transfer five (5) points to *Services Provided by Development* category

Next Steps

Beginning February 1, 2018, staff will begin using the scoring matrix to evaluate existing and future supportive housing program sites.

Please contact me if you have any questions or require any additional information.



Nadia Chandler Hardy
Chief of Community Services

c: Honorable Mayor and Members of the City Council
T.C. Broadnax, City Manager
Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Billerae Johnson, City Secretary (Interim)
Daniel F. Solis, Administrative Judge
Kimberly Bizer Tolbert, Chief of Staff to the City Manager
Majed A. Al-Ghafry, Assistant City Manager

Jo M. (Jody) Puckett, Assistant City Manager (Interim)
Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
M. Elizabeth Reich, Chief Financial Officer
Theresa O'Donnell, Chief of Resilience
Raquel Favela, Chief of Economic Development & Neighborhood Services
Directors and Assistant Directors

Update on Proposed Evaluation Criteria for Supportive Housing Sites

**Human and Social Needs Committee
January 16, 2018**

**Charletra Sharp
Interim Managing Director
Office of Homeless Solutions**

**Chad Crews
Commissioner, District 14
Citizen Homelessness Commission**



Purpose

1. Overview of feedback from Citizen Homelessness Commission (CHC) Subcommittee on proposed guidelines for the evaluation and selection of supportive housing sites
2. Summary of staff recommended changes related to the minimum requirements and scoring matrix

Background

1. Citizen Homelessness Commission subcommittee met on 12/1/17 and 12/8/17 to developed recommended guidelines for evaluation criteria used to select supportive housing sites
2. The CHC subcommittee briefed its recommendations and scoring matrix to the full CHC on 12/15/17

Minimum Property Requirements

CHC Subcommittee Recommendations

- Property must score at least a 70 on the multi-tenant registration and inspection
- Must not be out of code compliance or have any outstanding multi-tenant complaints
- Ownership required to sign tri-party agreement with the tenant and the City of Dallas or subcontractor
- Sponsor must hold a public meeting per the City of Dallas guidelines

Recommended Site Evaluation Scoring Matrix

CHC Subcommittee Recommendations

Evaluation Category	Maximum Points
Development Location	Up to 40 points
Demonstration of Community Input	Up to 20 points
Project Amenities	Up to 15 points
Proximity of Site to public transportation, library, and recreation/community centers	Up to 10 points
Services Provided by Development	Up to 10 points
Overall Property Score on City of Dallas Code Inspection Report	Up to 5 points
Total Possible Points	100

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Staff's Recommended Changes

- Require sites to have a **minimum score of 90** for the multi-tenant registration and requirements **prior** to consideration by Citizen Homelessness Commission and City Council
- In effort to increase equitable placement, **add 10 points** to ***Development Location*** maximum points and reduce ***Demonstration of Community Input*** by 10 points
- Add five (5) points to ***services provided by development*** and deduct from the ***Overall Property on City of Dallas Code Inspection Report***

Overview of Recommended Changes to Scoring Matrix

Evaluation Category	CHC Recommended Points	Staff Recommended Points
Development Location	Up to 40 points	<i>Up to 50 points</i>
Demonstration of Community Input	Up to 20 points	<i>Up to 10 points</i>
Project Amenities	Up to 15 points	Up to 15 points
Proximity of Site to public transportation, library, and recreation/community centers	Up to 10 points	Up to 10 points
Services Provided by Development	Up to 10 points	<i>Up to 15 points</i>
Overall Property Score on CoD Code Inspection Report	Up to 5 points	0
Total Possible Points	100	100

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Next Steps

- Staff recommends approval of the final scoring matrix as presented by the CHC Subcommittee with an effective date of February 1, 2018.

Update on Proposed Evaluation Criteria for Supportive Housing Sites

**Human and Social Needs Committee
January 16, 2018**

**Charletra Sharp
Interim Managing Director
Office of Homeless Solutions**

**Chad Crews
Commissioner, District 14
Citizen Homelessness Commission**



Final CHC Protocol for Evaluating Supportive Housing Sites Funded by the City of Dallas
 Citizen Homelessness Commission Supportive Housing Site Selection Criteria Subcommittee

	CHC Sub- Committee 12/15/17	Staff Rec.	CHC Sub Final Rec. 12/29/17
Minimum Threshold Property Requirements			
Property must be in compliance w/ multi tenant registratin and inspection requirements (N/A for new construction or rehab) (A score of 90 or above on the City Inspection Report must be achieved by the property) Must not be out of Code Compliance or have any outstanding multi-tenant complaints Ownership required to sign tri-party agmt w/ COD/subcontractor and client Sponsor must hold a Public Meeting per the COD guidelines			
	Points	Points	
Development Location	40	50	50
Located in a "Moderate or High Opportunity Area" as defined by Opportunity Dallas	3		8
Census Tract w/ less than 20% poverty rate	9	19	14
In attendance zone of elementary school w/ "met standard" rating	3		3
Not Located in a DPD TAAG area	4		4
Property is not located in a census tract assessed by the USDA Food Access Research Atlas as being:	9		9
Low-income and Low-access at 1 mile (urban, regardless of vehicle ownership)	0		
Low-income and Low-access at 1/2 mile (urban, regardless of vehicle ownership)	4		
None of the above	9		
If there is Not another Project based supportive housing development (COC or DHA funded) within: 1 point for every 1/2 mile maximum 12 points	12		12
Demonstration of Community Input	20	10	10
Neighborhood Association Letter of Recommendation	20	5	10
Neighborhood Association Neutral or no letter	10	5	5
Neighborhood Asscoation request for denial	0	0	0
Neighborhood Association is an organization as defined by TDHCA, if no Neighborhood Association is in existence, then property owner support letters from within 1/2 mile of site must outnumber negative letters for the 10 points to be awarded			
Project Amenities	15	15	15
Secured Access	1		1
Furnished Fitness Center per TDHCA requirements	1		1
Business Center per TDHCA requirements	1		1
Community Laundry Room	4		4
ADA- Section 504 requirements met by project for the units that are participating in award	4		4
Free Community Wifi	4		4
Proximity of Site to:	10	10	10
For each service with peak, weekday headway of <= 15 minutes: with a station or stop within 1/4 mile walking distance 2 points, or within 1/2 mile walking distance 1 point, up to a maximum of 4 points total	4		4
Dallas Public Library w/in 2 miles	3		3
Recreation or Community Center within 1/2 mile	3		3
Services to be provided by development	10	15	15
On-site property management	3	5	5
Active Crime Watch Group	3	5	5
On-site Security	4	5	5
Overall Property Score on City of Dallas Code Inspection Report	5	0	0
Score above 90 on COD code inspection report (new construction or rehab get full points)	5		
Score between 80-90	3		
Score above 70	1		
Total Points	100	100	100

Furnished fitness center equipped with a minimum of two of the following fitness equipment options with at least one option per every 40 units or partial increment of 40 units: stationary bicycle, elliptical trainer, treadmill, rowing machine, universal gym, multi-functional weight bench, sauna, stair climber, etc. The maximum number of equipment options required for any Development, regardless of number of Units, shall be five.

Equipped and functioning business center or equipped computer learning center with 1 computer for every 30 units proposed in the Application, 1 printer for ever 3 computers (with a minimum of 1 printer).