



16-1200

TITLE: Conduct a Public Hearing to Consider/Discuss/Act on the CDBG Consolidated Annual Performance Evaluation Report (CAPER)

COUNCIL GOAL: Financially Sound Government

MEETING DATE: December 6, 2016

DEPARTMENT: Housing & Community Development

CONTACT: Shirletta Best, Community Services Administrator

RECOMMENDED CITY COUNCIL ACTION:

- Conduct a Public Hearing to consider/discuss/act on the city's performance report of the Community Development Block Grant (CDBG) prior to submittal to the U.S. Department of Housing and Urban Development (HUD) for review and final approval.

ITEM SUMMARY:

- Regulations for CDBG require municipality grantees to submit a Consolidated Annual Performance Evaluation and Report (CAPER) to HUD with 90 days of the close of each grant year. The city's grant year ends annually on September 30. The report includes the following information:
 - Assessment of program goals, objectives and funding activities
 - Discussion of city action and activities affirmatively furthering fair housing;
 - Discussion on Continuum of Care actions under the City and Collin County on homelessness and homelessness prevention;
 - Discussion regarding public housing initiatives and activities;
 - Endurances of compliance with program and planning requirements;
 - City Housing activities, including evaluation and reduction of lead-based paint hazards; and
 - Self-evaluation regarding activities, barriers, schedules and grant reimbursements.

BACKGROUND INFORMATION:

- The CAPER is a year-end report detailing the performance and activities resulting from the CDBG Annual Action Plan during the period of October 1 - September 30. The city provides the annual plan at the start of the program year and the CAPER concludes program activity. The Action Plan is shared with the public prior to the start of each year and the CAPER is shared at the end of the year.
 - Funds and activities as required, were predominately used to meet the CDBG National Objective of primarily benefiting low-to-moderate income persons and households. The public first had opportunity to participate in the activity planning under the CDBG application process, where three public meetings were held to develop the Action Plan, including a 30-day public comment period before approval in August, 2016.
 - The public also participates year-round through public education and engagement activities. Statutory federal requirements only allow 20% of the CDBG allocation to be used for grant administration.
 - The primary requirement of grant administration serves to provide program and planning resources including training, public notices, office supplies, audit monitoring of city and subrecipient activities, meeting expenditure timeliness and complete compliance reporting requirements. Statutory federal requirements allow only 15% of the allocation to be used for public services, where the city assists in funding through nonprofit agencies to provide mental health counseling, senior services, academic support, homeless prevention assistance, and case management. The remainder of the CDBG grant is used for eligible housing and economic development activities, including emergency, small or major home repairs for eligible low income homeowners and commercial façade improvements, including ADA compliance.
 - The CAPER is under public comment period. Written comments may be forwarded to the Community Services Administrator. All comments will be included in the final draft to HUD after December 22, 2016. The city anticipates approval of the CAPER by HUD in February, 2017 and continues to meet or exceed performance requirements.

FINANCIAL SUMMARY:

- The 2015-2016 program allocation during the reporting period was \$703,937. The city's CDBG program expended \$679,074.54 during the program year. All activities met overall requirement of using, at minimum, 70% or greater of all funds to benefit low-to-moderate income persons. The CDBG program used 100% of all funds to benefit low-to-moderate income persons or households. The city did not exceed any statutory cap requirements under grant administration nor public service activities. Funds unspent from previous year or reprogrammed funds are reallocated back into the program to benefit LMI persons under the Housing Rehabilitation or CDBG Economic Development Programs. Funds will be used and reported under the CAPER 2016-2017 report in December, 2017.

SUPPORTING MATERIALS:

[Summary](#)