

**DRAFT**

# 2019 Action Plan Community Development Block Grant

**City of San Marcos Texas**

**Contact Information:**

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***Review Period:***

*July 9, 2019*  
8:00 A.M.  
To  
*August 9, 2019*  
5:00 P.M.

**RESOLUTION NO. 2019-121R**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN MARCOS, TEXAS ADOPTING THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ACTION PLAN THAT PROVIDES FOR THE ALLOCATION OF \$680,998 OF CDBG FUNDS FOR PROGRAM YEAR 2019; AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO ACT AS THE OFFICIAL REPRESENTATIVE OF THE CITY IN MATTERS RELATED TO THE CDBG PROGRAM AND ACTION PLAN; AND DECLARING AN EFFECTIVE DATE.**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAN MARCOS, TEXAS:**

**PART 1.** The allocation of Community Development Block Grant (CDBG) funds in the amount of \$680,998 for Program Year 2019 as set forth in Exhibit A, is approved.

**PART 2.** The City Manager or his designee is authorized to act as the official representative of the City in matters related to the CDBG Program and Action Plan.

**PART 3.** This resolution shall be in full force and effect immediately from and after its passage.

**ADOPTED** on June 18, 2019.

  
Jane Hughson  
Mayor

Attest:

  
Jamie Lee Case  
City Clerk

**EXHIBIT A**  
[ATTACHED ON NEXT PAGE]



# Executive Summary

## AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

### 1. Introduction

The City of San Marcos receives Community Development Block Grant (CDBG) program funds as an “entitlement” community from the U. S. Department of Housing and Urban Development. In Program Year 2019, which begins October 1, 2019 and ends September 30, 2020, the City will receive \$680,998.

The primary objectives of the CDBG program are achieved by providing: (a) decent housing; (b) a suitable living environment; and (c) expanded economic opportunities. Each funded project/program must meet one of the National Objectives:

- Benefit to low and moderate income persons;
- Aid in the prevention or elimination of slums or blight; and
- Meet a need having a particular urgency (referred to as urgent need)

HUD establishes the income limits for San Marcos each year based on the Area Median Income (AMI) for a family of four in the Austin-Round Rock-San Marcos Metropolitan Statistical Area. The limits are adjusted based on family size so that the more people who are in the family the more income is allowed. A person or family is considered to be “low/mod” if their annual gross income does not exceed 80% of the AMI, adjusted for family size. The 2019 Income Limits are included in the appendix area of this document.

As an entitlement community, the City of San Marcos receives an annual allocation of CDBG funds provided the City continues to meet all eligibility and program requirements. One of the requirements is the production of a 5-year planning document known as a “consolidated plan”. In Program Year 2015 the City adopted the 2015-2019 CDBG Consolidated Plan, which included the 2015 Action Plan.

This Action Plan covers the fifth year of the five year plan; the program year begins October 1st and ends the following September 30th.

### 2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

During the creation of the 2015-2019 Consolidated Plan, the City conducted an extensive outreach campaign that helped establish the High Priority Needs, which were set as:

- Affordable Housing
- Public Services
- Public Facilities / Infrastructure / Transportation
- Clearance Activities
- Program Administration

More information about Objectives and Outcomes is located in AP 20 of this document.

### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

All projects included in this Action Plan and projects funded during the past five years have met a High Priority Need. The City has complied with its adopted Citizen's Participation Plan during this Action Plan process and last year's end-of-the-year report, the CAPER. There were no substantial amendments during the previous year.

The City expended CDBG funds in a timely manner in accordance with HUD regulations. On an annual basis, HUD review's the performance of all entitlement recipients to determine whether each recipient is carrying out its CDBG assisted activities in a timely manner. If sixty days prior to the end of the grantee's current program year, the amount of grant funds available to the recipient under grant agreements but undistributed by the U.S. Treasury is more than 1.5 times the entitlement grant amount for its current program year the grantee is considered to be noncompliant with HUD requirements. The City has met and is currently below the statutory timeliness expenditure ratio of 1.5 -- ahead of the July 29th test date.

The City continues to affirmatively further Fair Housing in a variety of ways. On Tuesday, May 5, 2019, the City published information ads in English and Spanish in the body of the San Marcos Daily Record. On April 1, 2019, the Mayor issued a Proclamation declaring April to be Fair Housing Month in San Marcos that was presented to City staff, representatives of the San Marcos Public Housing Authority, and local realtors. The City maintains Fair Housing information on their website.

The City has never exceeded the program limits for public services funding (15%) or for program administration spending (20%). All financial reports have been submitted as required.

#### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The City followed its Citizen Participation Plan (the plan is included in the Appendix) as it conducted the 2019 Action Plan process. Outreach methods included updating the CDBG website, issuing press releases, sending e-mail reminders, publishing notices, distributing a CDBG Needs Survey, conducting workshops and a formal Council public hearing, and providing the Action Plan Draft for public review for a 30-day period.

In addition to the traditional communication methods, the City utilizes social media tools including Facebook, Twitter, and YouTube. The key points in the City's press releases are posted on the City's social media accounts. Press releases are also posted in full on the City's webpage.

More information about Citizen Participation and Consultation process is located in AP-12 of this document.

#### **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Please see AP-12 for details of their comments and the appendix contains a comprehensive summary of all public comments and summary of the survey results.

\_\_\_\_\_ comments were received during the 30-day Action Plan Draft review period, July 9- August 9, 2019.

#### **6. Summary of comments or views not accepted and the reasons for not accepting them**

All comments were considered and accepted.

#### **7. Summary**

San Marcos has been an entitlement community for the CDBG grant program since 1994. During the past 24 years, the City has utilized over \$14,000,000 in CDBG funds to improve the quality of life, including quality of housing, for its low to moderate income residents. The City has installed sidewalks, created or upgraded neighborhood parks, supported services provided by local non-profit organizations, improved accessibility to public facilities and individual homes, and built or expanded community centers.

**PR-05 Lead & Responsible Agencies – 91.200(b)**

**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The San Marcos City Council is the governing body for the City, with the City Manager or his designee authorized to act on behalf of the Council in matters pertaining to the CDBG Grant.

The City of San Marcos Community Initiatives Division of Planning and Development Services prepares the annual Action Plan and provides the oversight and administration of the CDBG program. The staff of this division provide leadership and technical assistance to the City departments and non-profit organizations that are selected to receive CDBG funding (subrecipients). The City's Finance Department processes draws in the IDIS system, prepares financial reports, and participates in Subrecipient monitoring.

For City projects, such as park or sidewalk improvements, a project manager is designated from the department overseeing the project. The project manager provides oversight of the construction work, monitors progress, and reviews and approves all payment requests before they are submitted to the CDBG staff for processing. Other departments that have a supporting role in the CDBG program include Planning and Permitting Divisions, Legal office, and Purchasing Division.

**Consolidated Plan Public Contact Information**

For more information, contact:

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or Stacy Brown, Housing & Community Development Manager

email: sbrown@sanmarcostx.gov

phone: 512-805-2604

Information can also be found on the City's website at: [www.sanmarcostx.gov/cdbg](http://www.sanmarcostx.gov/cdbg)

## **AP-10 Consultation – 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

The City's Action Plan was developed in accordance with its adopted Citizens Participation Plan, which is included in the Appendix. The City reached out to persons with limited English capacity by having bilingual translators available at public meetings, publishing key notices in Spanish, and having the Needs Survey available in both Spanish and English.

#### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))**

The City's CDBG staff works closely with the San Marcos Housing Authority (SMPHA) and local organizations that provide services to our residents by sharing information on grant opportunities, training opportunities, and community information. The City waives development and permit fees for SMPHA projects and the construction of affordable housing by Habitat for Humanity. The City provides approximately \$500,000 annually in city funds to local non-profit organizations. The City hosts periodic Homebuyer Education workshops, free to the public, and will provide this program specifically to the PHA residents participating in their Family Self Sufficiency Program later this summer. The City holds an open application process which allows housing and health service providers an equal opportunity to apply for funding. The City has participated in the construction / renovation of public facilities which serve the subject communities and have updated park facilities near public housing.

#### **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The City of San Marcos and Hays County are not covered under a Continuum of Care. However, the City does work closely with the local non-profit organizations that provide shelter to specific targeted homeless populations and provide specific assistance in various forms to the homeless.

#### **Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

The City of San Marcos does not receive ESG funds.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

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**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	San Marcos Public Housing Authority
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Services-Children Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to complete electronic survey via email; invitations to attend workshops.
3	<b>Agency/Group/Organization</b>	Hays Caldwell Women's Center, Inc.
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Persons with Disabilities Services-Victims of Domestic Violence Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Discussion with executive director. Invited to complete electronic survey via email
6	<b>Agency/Group/Organization</b>	CASA of Central Texas
	<b>Agency/Group/Organization Type</b>	Services-Children Child Welfare Agency Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Discussion with staff members. Invitation to workshops and surveys.
7	<b>Agency/Group/Organization</b>	SAN MARCOS
	<b>Agency/Group/Organization Type</b>	Services-Health Health Agency Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Lead-based Paint Strategy Corrections programs/institutions
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Discussion with staff members. Invitation to workshops and surveys
9	<b>Agency/Group/Organization</b>	Texas State University
	<b>Agency/Group/Organization Type</b>	Services-Education Major Employer
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invitation to attend meetings, complete surveys
10	<b>Agency/Group/Organization</b>	Texas General Land Office
	<b>Agency/Group/Organization Type</b>	Other government - State Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Discussion with staff members
11	<b>Agency/Group/Organization</b>	Habitat for Humanity San Marcos Area
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to complete electronic survey via email and discussion with Staff members.
12	<b>Agency/Group/Organization</b>	Greater San Marcos Partnership
	<b>Agency/Group/Organization Type</b>	Business Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to complete electronic survey via email

**Identify any Agency Types not consulted and provide rationale for not consulting**

No specific organizations were intentionally omitted from the participation process and the City makes every effort to consult all agency types.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care		

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

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## **AP-12 Participation – 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

The City conducted the Action Plan process in accordance with its adopted Citizens Participation Plan in an open and transparent manner. Staff began the process with a discussion of the CDBG program with the City Council to receive early direction on January 16th. Applications were accepted from March 2, 2018 through April 6, 2018.

An Applicant Workshop was conducted on March 7th with nine persons in attendance. Handouts included copies of the presentation, an information sheet regarding public services funding, paper copies of the application, and blank survey forms (English/Spanish).

The City advertised the upcoming stakeholder workshop through the issuance of a press release, published legal notice Feb. 25, March 4, March 18, 2018, posting of the release on the City's webpage, e-mailing the release to non-profit and neighborhood associations, and noting the meeting in the City's social media accounts. Non-profits that were contacted; Southside Community Center, Hays Caldwell Women's Center, SMCISD Age Parenting Program, Community Action, Scheib Opportunity Center, Combined Community Action, Hays County Homespun, Nosotros La Gente, Greater San Marcos Youth Council, Society of St. Vincent de Paul, Casa of Central Texas Inc., PALS of Central Tx, Unity Way of Hays County, Central TX Dispute Resolution Center, School Fuel, Hays County Child Protective Board, Salvation Army-San Marcos Service Center.

The workshop was scheduled for 6-8 p.m. March 7, 2018; three participants attended. At both workshops, a Spanish-speaking employee was present to provide assistance if needed.

A "CDBG Needs Survey - 2018 Action Plan" was circulated in both English and Spanish seeking comments on the best use for CDBG grant funds during the next year. The forms were available at the applicant workshop, and were e-mailed to the public housing authority, local non-profit organizations. The survey's availability was also included in press releases about the Action Plan Process. 47 surveys were returned -- a summary of the results is included in the appendix.

The Human Services Advisory Board, a citizen committee appointed by the City Council, reviewed all applications submitted for "Public Service" category funding. The City Council accepted the recommendation and made public services awards as recommended.

Council conducted a public hearing on June 5, 2018 on the 2018 Action Plan in which 8 people spoke. All comments were accepted. The discussion of the applications and award of projects to be funded in the 2018 Action Plan was held by the City Council in open session on June 19, 2018.

The comment period was held to allow public review and comments on the 2018 Action Plan Draft from July 1 through August 1, 2018. The draft was available on-line on the City's website and paper copies were available at the San Marcos Public Library, the City Hall Lobby, and the Planning and Development Services office. A notice was published in the San Marcos Daily Record on July 1, 2018.

All comments were accepted.

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**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Hearing	Minorities  Non-English Speaking - Specify other language: Spanish  Non-targeted/broad community  Residents of Public and Assisted Housing	Council conducted a public hearing on June 5, 2018 on the 2018 Action Plan.		All comments were accepted	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Newspaper Ad	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p>	Notice of CDBG application schedule.			
4	Newspaper Ad	<p>Minorities</p> <p>Residents of Public and Assisted Housing</p> <p>Applicants for CDBG funding</p>	Notice of Application Workshop and Application Availability. 5 persons attended the workshop.			

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Community Needs Survey	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	The survey was printed in English and Spanish. The forms were provided to attendees at the application workshop, e-mailed to the PHA and local non-profit organizations, and neighborhood associations. The form was also available on the City's website where it could be downloaded. 47 surveys were returned.		All Surveys were accepted and will be included in the summary.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
6	Public Meeting	Potential applicants for funding	Application workshop had five in attendance.	Staff presentation regarding eligible activities, applicant responsibilities, the application process, and Action Plan process. Staff answer all questions from those in attendance.	All comments were accepted	
7	Internet Outreach	Non-targeted/broad community	The CDBG website was continuously updated with information about the application process. Applications/surveys were available; announcements of meetings posted; draft posted for review.	No comments received during 30-day comment period. All other comments addressed in other areas above.	All comments were accepted	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
8	Internet Outreach	Minorities Persons with disabilities Residents of Public and Assisted Housing	E-Mails to non-profit organizations, neighborhood associations, city departments regarding CDBG processes.	Comments covered previously.	All accepted.	
9	Social Media	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	The City uses Twitter and Facebook to provide updates in a timely manner.	Comments are not directly attributed to this method of outreach.	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
10	Newspaper Ad	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	<p>FAIR HOUSING: Bi-lingual ad in body of paper; issuance of Proclamation;</p>	<p>No comments received in response to ad. Those in attendance to accept proclamation spoke of the importance of Fair Housing in San Marcos.</p>	N/A	

**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

The City anticipates continuing to receive an annual CDBG allocation of approximately \$500,000 and does not expect to become an entitlement community for HOME, ESG, or ADDI funding during the next five years.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	680,998	0	0	680,998	500,000	CDBG funds will be used to address community housing and non-housing priority needs.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - federal	Acquisition Admin and Planning Housing Public Improvements	8,293,000	0	0	8,293,000	16,787,000	The San Marcos City Council is the governing body for the City, with the City Manager or his designee authorized to act on behalf of the Council in matters pertaining to the CDBG-DR grant. The City's Planning and Development Services Department Community Initiatives Division staff members are responsible for oversight and monitoring of the CDBR-DR funding. The City plans to contract with outside professionals to assist the city staff in reviewing several hundred applications for housing funds. The City will likely work with outside engineering and construction for the Infrastructure Program Amendment to the City of San Marcos Action Plan for Disaster Recovery Disaster Relief Appropriations Act of 2016 (Public Law 114-113, Approved Dec. 18th, 2015) (DR Action Plan. The city will continue to receive draws from the IDIS system and set up a parallel system for draws from the DRGR system. Draws and financial reporting are handled through the City's Finance Department.

**Table 5 - Expected Resources – Priority Table**

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The City of San Marcos utilizes both CDBG and General Fund dollars to provide assistance to local non-profit organizations who provide services in the San Marcos area. Although CDBG funds for “public services” are limited to 15% of the annual allocation (approx. \$75,000 for a \$500,000 allocation), the City leverages these limited resources with approximately \$500,000 in local funds. Citizen advisory boards review applications for both funding sources and make recommendations to the City Council on funding awards.

San Marcos was selected to receive Disaster Recovery funding (CFR date June 17, 2016) as a direct recipient to help with the recovery from the two federally-declared flood disasters that occur in calendar year 2015. The Federal Register notice for this funding was published on June 17, 2016 with an effective date of June 22nd. San Marcos has created a separate Action Plan for the use of these disaster funds. These funds will help the City address the unmet needs of the community damaged by the flood – eligible activities are in the areas of housing and infrastructure, with an emphasis on resiliency.

The City does not require that funded projects/programs provide “matching” funds. However, it is common for CDBG-funded infrastructure and public facility projects to include the use of non-federal funds.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

Funding for publically owned land is included in the 2019 Action Plan. A total of \$125,000 is proposed for rehabilitation of a neighborhood park located in a low/mod community.

**Discussion**

The City will use all resources available to address the needs of the community.

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## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Owner-Occupied Housing Rehabilitation	2015	2019	Affordable Housing		Affordable Housing	CDBG: \$195,000	Homeowner Housing Rehabilitated: 17 Household Housing Unit
2	Public Services	2015	2019	Non-Housing Community Development		Public Services	CDBG: \$73,656	Public service activities other than Low/Moderate Income Housing Benefit: 185 Persons Assisted Homelessness Prevention: 10 Persons Assisted
3	Parks, Sidewalks and Public Facilities	2015	2019	Non-Housing Community Development		Public Facilities, Infrastructure, Transportation	CDBG: \$125,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 515 Persons Assisted
4	Program Administration	2015	2019	Program Admin		Program Administration	CDBG: \$136,200	Other: 0 Other
8	Owner-Occupied Rehab/Recon DR	2015	2019	Affordable Housing		Affordable Housing	CDBG - DR: \$0	Homeowner Housing Rehabilitated: 15 Household Housing Unit
9	Rental Rehab/Recon DR	2015	2019	Affordable Housing		Affordable Housing	CDBG - DR: \$0	Rental units rehabilitated: 0 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
10	Infrastructure	2015	2019	Public Infrastructure		Public Facilities, Infrastructure, Transportation	CDBG - DR: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 192 Persons Assisted
11	First Time Homebuyer Program	2016	2019	Affordable Housing		Affordable Housing	CDBG: \$84,000	Direct Financial Assistance to Homebuyers: 12 Households Assisted
12	Clearance of Spot Slum & Blight	2017	2019	Clearance			CDBG: \$67,142	Buildings Demolished: 2 Buildings Housing Code Enforcement/Foreclosed Property Care: 2 Household Housing Unit

Table 6 – Goals Summary

### Goal Descriptions

1	<b>Goal Name</b>	Owner-Occupied Housing Rehabilitation
	<b>Goal Description</b>	<p>Providing housing rehabilitation services through a subrecipient, Southside Community Center, to low/mod owner-occupied single-family housing. The scope of work is determined on a site-by-site basis, but typically includes repairing/replacing damaged roofs, siding, sheetrock, cabinets; correcting plumbing and electrical code deficiencies; improving accessibility; painting; and updating floor coverings.</p> <p>The City will provide emergency home repair assistance to low/mod owner-occupied single-family housing.</p>

2	<b>Goal Name</b>	Public Services
	<b>Goal Description</b>	The City will use CDBG funds to support programs that benefit victims of family violence, abused and neglected children, and the low/mod youth in San Marcos. In 2018 the following agencies are funded: CASA - Child Advocacy Program; and Habitat for Humanity Housing Counseling Program.
3	<b>Goal Name</b>	Parks, Sidewalks and Public Facilities
	<b>Goal Description</b>	The City will continue its program of updating and improving neighborhood parks in 2019 by rehabilitating Paul Pena Park. This park will benefit the entire City of San Marcos (The City has a majority LMI population).
4	<b>Goal Name</b>	Program Administration
	<b>Goal Description</b>	This activity provides funding for the oversight and management of the CDBG grant program.
8	<b>Goal Name</b>	Owner-Occupied Rehab/Recon DR
	<b>Goal Description</b>	Due to flooding damage, the city will rehabilitate with elevation if needed, or reconstruct houses that are substantially damaged after the storm due to disaster related impacts of single family owner occupied homes damaged during the storm.
9	<b>Goal Name</b>	Rental Rehab/Recon DR
	<b>Goal Description</b>	Due to flooding damage, the city will rehabilitate, with elevation if needed, or reconstruct SF 1-4 Unit Rental uses that are substantially damaged after the storm due to disaster related impacts during the storm.

10	<b>Goal Name</b>	Infrastructure
	<b>Goal Description</b>	<p>Intersection improvements are proposed including curb cuts and inlet improvements adjacent to the low point locations and inlets for the north side/Rehab facility. Clearing of the existing TxDOT ditch is also proposed as it is currently overgrown, and not well-maintained. Downstream at Davis Road, the existing dual 8’x4’ culverts will be supplemented with 2 additional culverts as not to constrict flow. Lastly the City will consider a future channel along Davis Road or the Railroad near the Lake to connect to the Blanco River, as the Lake is reported to overflow both west and east in heavy events. The project will require coordination with TxDOT for these improvements.</p> <p>By adding a new central storm drain system to Conway &amp; Barbara Drives connected to the existing storm drain system, and providing a new 60-inch outfall to the San Marcos River (supplementing the existing 60-inch outfall); both the existing and proposed systems meet the City’s required 25-year criteria. Additional 24-inch connections across River Road into the Woods Apartment Ditch are proposed to provide additional relief during lesser events. Road regrading is proposed for this reach of River Road from Linda to Cape Rd. revising the roadway cross-section to drain towards the Woods apartment ditch. Lastly, there is a potential buyout property on Conway that may be purchased for use as a drainage easement to add an inlet and lead system to drain the alley/easement between Barbara &amp; Conway.</p> <p>Adding a new storm drain system to Clarewood Dr. with a connection to both the Bugg Lane system and with a connection to the existing Highway 80 ditch (where ponded water currently flows), the system will meet criteria, and runoff will be captured by the storm drains and ditches instead of ponding in the roadway. Barbara Drive will be regraded to drain to Bugg Lane for adequate drainage.</p> <p>By converting the roadways to depressed curb-and-gutter sections with adequate grading, and adding a new storm sewer system with a new 48-inch outfall to the Blanco River, this area would be brought into compliance meeting the City’s 25-year design criteria.</p>
11	<b>Goal Name</b>	First Time Homebuyer Program
	<b>Goal Description</b>	Down Payment and Closing Cost housing assistance for eligible families to purchase a home within the City limits of San Marcos

<b>12</b>	<b>Goal Name</b>	Clearance of Spot Slum & Blight
	<b>Goal Description</b>	Unsafe Structures Program

DRAFT

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

The City of San Marcos conducted an open application process in accordance with its Citizens Participation Plan. All applications were reviewed for completeness and eligibility by City Staff. Applications for Public Service category of funding were referred to an 8-person review board appointed by the City Council -- the Human Services Advisory Board. The Board's review included on-site visits and a review of the application and eligibility for each program for which funds were sought.

The City provides funding to support programs benefitting its citizens through three funding sources: Public Services through CDBG; Human Services Funding; and San Marcos Commission on Children and Youth funding. The latter two are funded using City funds.

The CDBG staff met with the Human Services Board to respond to any questions they had regarding funding eligibility. The Board unanimously adopted a funding recommendation that was presented to the City Council. Council followed the recommendation in making public service allocations.

The Disaster Recovery Action Plan is available at: <http://www.smtxfloodrecovery.com/>

The DR Action Plan priorities are: Housing (SF Owner Occupied Rehab/Recon & SF Rental Rehab/Recon), Infrastructure, Planning, and Administration.

### Projects

#	Project Name

Table 7 - Project Information

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

All projects and programs funded meet one of the identified high priority needs of the City. The primary obstacle to addressing underserved needs remains a lack of adequate federal funding. The City has chosen to focus on affordable housing for the PY 2018 including owner-occupied housing rehab program, land acquisition for LMI housing, and homebuyer assistance. Due to ever-increasing costs, the

City has chosen to fund program administration at the full 20% maximum and is funding two applications for public service projects (CASA & Scholarship Program).

The Disaster Recovery Action Plan is available at: <http://www.smtxfloodrecovery.com/>

The DR Action Plan priorities are: Housing (SF Owner Occupied Rehab/Recon & SF Rental Rehab/Recon), Infrastructure, Planning, and Administration.

DRAFT

**AP-38 Project Summary**  
**Project Summary Information**

DRAFT

## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The City of San Marcos does not have any specific target areas for CDBG expenditures -- essentially, the entire City has a low-mod population, spread throughout most of the Census Tracts. Area-benefit projects will be located in areas where the beneficiaries to be served are predominately low-to-moderate income families. All service areas will be at least 51% low/mod as established by HUD.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>

**Table 8 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

The City does not allocate investments geographically.

### **Discussion**

The City strives to improve low-income residential neighborhoods, especially those with high concentrations of minorities and other protected classes, by improving parks and other public facilities and infrastructure. These public improvements bring the areas up to standards equal to other areas of the City and make the neighborhoods safer and more desirable.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

The City is committed to providing affordable housing of choice to low-to-moderate income families by educating the public on fair housing issues and rights and affirmatively furthering fair housing. The City helps maintain the value of existing housing through its housing rehabilitation partnership with Southside Community Center programs. The City provides construction permit fee waivers for the construction of affordable housing and for rehabilitation programs funded through the CDBG grant. The City anticipates that at least 2 of the beneficiaries assisted through the housing rehabilitation program will include a person with a special need.

The City will address affordable housing through the homebuyer assistance program and for eligible LMI households.

Households supported through: CDBG - Rehab = 7, CDBG DR = 15, CDBG HOMEBUYER = 8. Total 29.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	0
Non-Homeless	27
Special-Needs	2
Total	29

**Table 9 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	29
Acquisition of Existing Units	0
Total	29

**Table 10 - One Year Goals for Affordable Housing by Support Type**

## **Discussion**

The City has focused its 2019 funds on housing programs:

Southside's program helps (7) low/mod property owners, many who will be elderly or persons with a disability, remain in their homes by providing rehabilitation activities that improve accessibility as needed, remove dangerous code deficiencies, remove lead-paint hazards, and improve the quality of life/property values.

The City will address affordable housing through the homebuyer assistance program and for (12) eligible LMI households.

The City will provide emergency home repair for LMI Housing benefit for (10) households.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The San Marcos Housing Authority administers the Housing Choice (Section 8) Voucher Program and Public Housing. The City works closely with the Housing Authority regarding public housing issues. There is a definite need for additional public housing / Section 8 vouchers in San Marcos as is evidenced by the long waiting lists both programs typically maintain. The City's Mayor appoints members to the Housing Authority's Board of Directors.

The City's Substantial Amendment No. 7 to the Disaster Recovery Action Plan included a reimbursement activity for the San Marcos Public Housing Authority. This activity would reimburse the PHA for eligible expenses related to the 2015 disaster events.

### **Actions planned during the next year to address the needs to public housing**

The greatest need of the public housing program in 2018 remains the on-going determination of the unmet needs of the Housing Authority as it relates to the recovery from the 2015 flood disaster.

The City provides Technical Assistance (TA) and works closely with the SMHA to provide whatever assistance may be necessary to enhance public and affordable housing options and Section 8 programs.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

The City's CDBG staff provide an annual Homebuyer Education program to the Public Housing Family Self Sufficiency (FSS) Program participants. This presentation includes fair housing rights and a discussion of homebuyer assistance programs that are available in this area.

Several years ago the City partnered with the PHA to construct a new adult learning center for its FSS campus at Chapultepec Homes. The City provides City funds to the FSS program. The City also provides scholarships for PHA children for recreation fee expenses through a CDBG-funded scholarship public service program.

A five-member board, including a resident board member, oversees the PHA. Each public housing complex has a resident Council or Assembly group which holds periodic meetings. A youth development program serves about 90 youth at three sites providing mentors, tutors, homework assistance, computer labs, a hot meal during the after-school program, and social opportunities. The PHA continues to partner with local agencies, faith-based organizations, Texas State University, and the City to bring resources to its residents.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be**

**provided or other assistance**

The San Marcos Public Housing Authority is NOT designated as troubled.

**Discussion**

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

The City of San Marcos does not anticipate receiving any private or public funding / resources in 2019 that specifically target homeless needs and / or prevention.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City provides over \$500,000 to support non-profit organizations that provide shelter and serve the low income and/or homeless populations in San Marcos. These organizations include the Hays County Area Food Bank; the Scheib Opportunity Center - Development Disability/Mental Health services; Hays Caldwell Council on Alcohol and Drug Abuse; the Society of St. Vincent De Paul; Southside Community Center; the Salvation Army; Greater San Marcos Youth Council; San Marcos Public Housing Residents Services, and Hays Caldwell Women's Center. The City also uses CDBG funds to support the Hays Caldwell Women's Center and CASA child advocacy programs.

#### **Addressing the emergency shelter and transitional housing needs of homeless persons**

Three agencies provide shelters for specific homeless populations in San Marcos: (a) the Southside Community Center operates an emergency shelter; (b) the Hays-Caldwell Women's Center accepts victims of domestic violence -- women, men, adults, and children; and (c) the Greater San Marcos Youth Council accepts youth ages 5 to 17 that are at-risk, homeless, neglected or abused. Southside Community Center operates a shelter for families and recently began accepting individuals. In addition to overnight shelter, Southside also provides a daily supper that is open to anyone and the opportunity for the homeless to shower and launder their clothing. Transitional housing is recognized as an unmet need in San Marcos.

San Marcos is supporting Hays Caldwell Women's Center by investing CDBG funds to renovate the center to increase offices in order to enhance the level of services the Center provides.

#### **Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were**

## **recently homeless from becoming homeless again**

There are very few resources available in San Marcos to address these issues. There are no transitional housing units available and the Public Housing usually has a six-month waiting period and the Section 8 Voucher program has a waiting period of two or more years. The Hays County Veterans Services Office works to ensure that homeless veterans have access to services available in nearby larger communities such as Austin and San Antonio. Local faith-based organizations also provide specific assistance to those in need as they are able. The lack of resources for the homeless is an unmet need in San Marcos.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

Families living below the poverty level and those on a fixed income are often unable to afford to maintain their homes, which puts them at risk of becoming homeless. The City will continue to use CDBG funds to support housing rehabilitation. In addition, the city offers several programs designed to lower housing costs including: providing free water and energy audits with recommendations on how to reduce utility usage and a bill averaging option that helps equalize energy costs over a 12-month period. The City uses non-federal funds to provide utility assistance to low income, elderly or disabled residents that allows a once-per-year payment of electric, water, and wastewater portions of their monthly utility bill. The City also provides a \$25,000 homestead exemption for homeowners sixty-five or older or with a disability, thus reducing their property tax burden.

## **Discussion**

The City is assisting persons with special needs who are not homeless through several programs in the 2019 Action Plan. The City provides scholarships to children residing in Public Housing for recreation programs, including the summer day care program "Summer Fun". Also, the City provides housing rehab assistance to homeowners through Southside Community Center. The clients served in this program are often elderly and/or have a person with a disability in the household.

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction:**

San Marcos maintains its commitment to preserve, maintain, and increase the stock of affordable housing. Housing affordability is a key component to the quality of life of San Marcos residents. A number of factors create a barrier to affordable housing, which is generally accepted to mean that no more than 30% of a household's gross income is spent on housing, including utilities. A housing cost burden exists when the household's housing costs exceeds 30% of their income.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The City adopted an Affordable / Workforce Housing Policy in 2014. This policy identified five housing issues, established goals, and provided strategies for accomplishing the goals. This policy was reviewed during the creation of the Consolidated Plan.

The City updated and amended the 2013 Analysis of Impediments to Fair Housing Choice in June of 2017 and found that the City has been very active in addressing the strategies with many of the issues already covered by ongoing programs utilizing the city resources, CDBG funds, and attracting additional funds to support activities.

The AI update team did not identify any barriers to affordable housing resulting from the public policies of the City and encouraged a more regional approach to looking at housing. The City intends to coordinate with the San Marcos ISD and the San Marcos Greater Partnership to conduct the next AFH.

The 2013 AI established three impediments that create barriers to affordable housing were found: (1) Lack of affordability of the housing stock; (2) Insufficient income for the local cost of housing; and (3) limited resources are available to help low income families maintain their homes.

The Housing Policy directs staff to review existing codes in an effort to reduce the cost of constructing housing, to allow diversity in housing stock, and to look for incentives to encourage the creation of affordable housing. During Program Year 2017 the City's Development Code was updated and adopted. The City strives to implement strategies to increase the number of new affordable housing units constructed.

The City continues a strong policy for economic development using non-federal funds, and has a contract with a consulting firm that is tasked with bringing new jobs to San Marcos. This has been a successful partnership and the City anticipates a continued growth in jobs. The City amended the

Economic Development Policy to define “Family Living Wage” that will apply to all jobs created through the receipt of a City economic incentive. The definition is: “A wage of \$15.00 per hour, plus employer-sponsored health insurance available to the employee and dependents that provides coverage equal to that offered to any other full-time employee of the company”.

The City also continues to support housing rehab using CDBG funds to help low income families maintain their homes.

Three City of San Marcos Community Initiatives staff attended the 2018 National Fair Housing Summit for training.

**Discussion:**

Three Community Initiatives staff attended the 2018 National Fair Housing Summit for training.

Additional information about the City's efforts to eliminate barriers to affordable housing can be found in the Strategic Plan Section 55 of the 2015-2019 Consolidated Plan.

The City has completed its update of the 2013 Analysis of Impediments (AI) to Fair Housing Choice and is available to the public.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

#### **Actions planned to address obstacles to meeting underserved needs**

There are two primary obstacles to meeting the underserved needs of San Marcos residents: inadequate funding and lack of capacity. Organizations and government programs that provide supportive services are finding it increasingly difficult to maintain their current funding levels or to obtain new sources of revenue. Losses of revenue lead to program elimination or reduction in the level of services provided or the number of clients that can be served.

The City will continue to use non-federal and CDBG funds to support the programs offered by local non-profit organizations that serve the low/mod families in San Marcos. They will continue to offer City sports and leisure activity scholarships to low/mod youth so that they have an equal opportunity to participate in these programs. They will continue to provide public facility and infrastructure improvements to low/mod areas.

#### **Actions planned to foster and maintain affordable housing**

The City assists low-to-moderate-income homebuyers acquire their first home through the First Time Homebuyer Program. The City supports the construction of affordable housing by providing development and construction fee waivers for Habitat for Humanity and the CDBG-sponsored housing rehab programs. The City will update its infill housing development program to incentivize the construction of affordable housing.

The City offers a \$25,000 homestead exemption for the elderly and disabled homeowners. The City has a number of rebate and incentive programs to help lower utility bills to reduce housing cost burden.

The City participates in the TDHCA's HOME Program funds during the Program Year 2019 in order to further foster and maintain affordable housing.

#### **Actions planned to reduce lead-based paint hazards**

The City's housing programs will comply with all lead-based paint hazard reduction requirements including risk assessment, notifications, using the appropriate level of control/mitigation measures, and obtaining clearance for houses found to contain lead paint that will be disturbed by the rehab program.

All houses included in the housing rehab program are tested for lead paint hazards by a qualified firm.

Lead-based paint hazard identification and reduction strategies include education, outreach, and conformance with 24 CFR Part 35 regulations. When they are available, the City's staff attend lead-based paint training courses, and when possible will invite subrecipients with housing programs to participate in the training.

### **Actions planned to reduce the number of poverty-level families**

The City believes that education and job opportunities are paths that lead families out of poverty.

The City has adopted an Economic Development Incentives Policy that provides construction and utility infrastructure incentives, fee waivers, project tax abatement and sales tax rebates that can be made available to expanding or new industries / businesses. The City has contracted with a private firm to provide economic development services for the community. Their responsibilities includes attracting employers to San Marcos offering living-wage jobs.

### **Actions planned to develop institutional structure**

The City will provide subrecipient training prior to the execution of Subrecipient Agreements. City staff will participate in HUD-sponsored training opportunities as they become available. When appropriate, the City will invite its subrecipients to attend training to strengthen their understanding of the rules and regulations applicable to the CDBG program. The City will maintain its webpage with up-to-date information as a resource for other City staff and subrecipients.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

City staff and representatives of the local public housing authority, private housing resources, health service providers, and social service agencies communicate and work well together to the benefit of the citizens of San Marcos. The City shares timely news and announcements through press releases that are widely distributed. Notices of special interest to social service agencies are forwarded to agency representatives by CDBG staff.

The City Council is proposed to allocate more than \$500,000 in grant awards from the general fund budget to support 21 local social service agencies, including the San Marcos Housing Authority.

The City coordinates with the Chamber of Commerce on social service needs of the citizens, such as homebuyer programs and disaster relief.

**Discussion:**

# Program Specific Requirements

## AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

### Introduction:

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	90.00%

The City has no activities using the regular CDBG funds that will be using “Urgent Need” as the means of satisfying a National Objective. It is possible that a portion of the Disaster Recovery funds (CDBG-DR) might use the Urgent Need national objective; the CDBG-DR Action Plan will delineate which, if any, programs are using Urgent Need as the national objective.

The CDBG-funded housing rehabilitation programs are provided as a grant to the homeowner and does not generate program income.

