



THE CITY OF  
VICTORIA  
TEXAS

COMMUNITY DEVELOPMENT BLOCK GRANT

2019 CONSOLIDATED ANNUAL PERFORMANCE AND  
EVALUATION REPORT (CAPER)

City of Victoria  
Development Services- Planning Division  
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## **CR-05 - Goals and Outcomes**

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

This document a report on the accomplishments toward the goals, objectives, and achievements of the 2015-2019 Consolidated Plan and Strategy – CARES Act Amendment during the program year, October 1, 2019 to September 30, 2020. The City of Victoria's budget for the Program Year 2019 consisted of City's CDBG entitlement funding totaling \$562,681.00, \$74,528.07 of 2016 unprogrammed funds; \$5,000.00 in reprogrammed 2017 funds (Amendment); \$5,000.00 in reprogrammed 2018 funds (Amendment) for a total of \$647,209.07 to be expended on CDBG eligible activities. All CDBG expenditures were used and designed to benefit extremely low-, low-, and/or moderate-income families and individuals. Each of these activities addressed a priority need identified in the City's 2015-2019 CARES Act Amendment.

The City was granted special allocation of CDBG-CV funds in a first round allocation of \$355,657.00 to assist the response, preparation and prevention of COVID-19 with CDBG eligible activities. The City is also in the process of amending its plan to include the second round of CDBG-CV funding of \$476,482.00. Once the City finalized its 2019 Amendments the City's total funding for 2019 for CDBG and CDBG-CV would be \$1,479,348.07 for Plan Year 2019.

The City has had to overcome many obstacles and challenges during the 2019 Plan year due to COVID-19. Seeing the need for certain activities the City has had to adjust some of its priorities and goals to accommodate running programs in a world wide pandemic. The City has had to learn, adjust, and teach subrecipients how to reach and accomplish their goals during an ongoing pandemic.

### **Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Administration	Program Administration	CDBG: \$	Other	Other	0	0				
Clearance and Demolition	Affordable Housing	CDBG: \$	Buildings Demolished	Buildings	30	32	106.67%	10	5	50.00%
Code Enforcement	Non-Housing Community Development	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	750	655	87.33%			
Direct Home Ownership Assistance	Affordable Housing	CDBG: \$	Direct Financial Assistance to Homebuyers	Households Assisted	24	24	100.00%	0	0	
Homelessness & At-Risk Homelessness Prevention	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	539	1104	204.82%	118	188	159.32%
Homelessness & At-Risk Homelessness Prevention	Non-Housing Community Development	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
Homelessness Prevention	Homeless	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	330	455	137.88%	0	0	
Homelessness Prevention	Homeless	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	132	136	103.03%			
Homelessness Prevention	Homeless	CDBG: \$	Homelessness Prevention	Persons Assisted	330	455	137.88%			

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Increase Affordable Rental Housing	Affordable Housing Public Housing	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
Public Facility for Special Needs Populations	Homeless	CDBG: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	300	184	61.33%			
Public Facility Homeless Facility Shelter	Homeless	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	1		260	1	0.38%
Public Facility Homeless Facility Shelter	Homeless	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	28	48	171.43%			
Public Facility Homeless Facility Shelter	Homeless	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	1		0	0	
Public Facility Homeless Facility Shelter	Homeless	CDBG: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	
Public Facility Homeless Facility Shelter	Homeless	CDBG: \$	Homelessness Prevention	Persons Assisted	0	0			0	

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Public Facility Youth Centers	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	150	108	72.00%	0	108	
Public Improvements	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	21500	18605	86.53%	0	7140	
Public Improvements	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	6935		0	6935	
Public Infrastructure Improvements	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5730	3410	59.51%			
Public Service Activity Employment/ Job Training	Homeless Job Training	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	10		0	0	

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Public Service Activity Employment/ Job Training	Homeless Job Training	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	141	113	80.14%	18	18	100.00%
Public Service Activity Employment/ Job Training	Homeless Job Training	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	10		0	10	
Public Service Activity Employment/ Job Training	Homeless Job Training	CDBG: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	
Public Service Activity for Children and Youth Ser	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	171	49	28.65%	40	40	100.00%
Public Service Activity/Mental Health and Wellness	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	13	11	84.62%			
Public Service Activity/Senior &/or Disabled Serv.	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	116	171	147.41%	19	66	347.37%

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Public Service Agency/Subsistence Support Service	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1025	1531	149.37%	200	235	117.50%
Public Service Agency/Subsistence Support Service	Non-Housing Community Development	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	418	389	93.06%	80	94	117.50%
Public Service- Abused and Neglected Children	Abused and Neglected Children	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	210	162	77.14%	43	39	90.70%
Public Service- Abused and Neglected Children	Abused and Neglected Children	CDBG: \$	Other	Other	210	162	77.14%			
Response, Preparation, and Prevention to COVID-19	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG-CV: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0		1000	0	0.00%

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Response, Preparation, and Prevention to COVID-19	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG-CV: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0		200	0	0.00%
Response, Preparation, and Prevention to COVID-19	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG-CV: \$	Homelessness Prevention	Persons Assisted	0	0		10	0	0.00%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

All 2019 Activities addressed one of the identified High Priority Needs. The City's Program Administration expenditures did not exceed the 20% cap and the City’s original public service programs will not exceed the 15% maximum expenditure limit however with the addition of the CARES Act CDBG-CV with the addition public service programs may exceed the the 15% maximum expenditure cap in compliance with the waiver and guidance of HUD in regards to the CDBG-CV program funds.

All 2019 CDBG funds were expended towards activities listed as high priority needs as identified in the City's 2015-2019 Consolidated Plan – CARES Act Amendment. The City provided funds to public services programs which assisted abused and neglected children; assisted the elderly/disabled

with meals; provided utility assistance to those low- to moderate-income families; and homeless services to homeless students in Victoria Independent School District.

The City of Victoria recently Amended their 2019 Annual Action Plan. One of the high needs of Victoria is the need for Affordable housing, especially now since the city is still recovering after Hurricane Harvey back in 2017. Victoria still feels the destruction of this storm which hit the Golden Crescent region, bringing down our housing stock. The City has been trying to help those low- to moderate-income families obtain sustainable housing by providing a Mortgage Assistance Program. But considering Victoria lost quite a few affordable housing stock to the storm, the program has been lacking in program participants. The City chose to eliminate the Mortgage Assistance for homebuyers because of the lack of program applicants. Instead it has reprogrammed its 2017, 2018 and 2019 mortgage assistance funds to demolition as there is a greater need for this program. As the COVID-19 becomes more manageable for contractors workers, the City anticipates the completion of these program funds with in the next year.

**CR-10 - Racial and Ethnic composition of families assisted**

Describe the families assisted (including the racial and ethnic status of families assisted).  
91.520(a)

	<b>CDBG</b>
White	825
Black or African American	174
Asian	3
American Indian or American Native	1
Native Hawaiian or Other Pacific Islander	0
<b>Total</b>	<b>1,003</b>
Hispanic	624
Not Hispanic	379

**Table 2 – Table of assistance to racial and ethnic populations by source of funds**

**Narrative**

The City also assisted 106 multi-racial individuals so its total number should reflect 1,109 individuals assisted.

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	Public - Federal	647,209	317,650
Other	Public - Federal	355,657	75,475

Table 3 - Resources Made Available

### Narrative

The resources are a combination of the City's 2019 Entitlement consisted of City's CDBG entitlement funding totaling \$562,681.00, \$74,520.07 of unprogrammed funds from Plan Year 2016, \$5,000.00 in reprogrammed funds from Plan Year 2017, and \$5,000.00 from reprogrammed funds from Plan Year 2018 for a total of \$647,209.07.

All public service agencies projects and programs are closed for Program Year 2019 and are waiting final draw downs to be made in order to mark them as complete for regular CDBG funds. Due the pandemic, it has taken the subrecipients longer to request their draw requests. The subrecipients are only requesting the funds they expended during the October 1, 2019 through September 30, 2020. With the staffing shortages and closures the subrecipients are still catching up on their paperwork. The City has discussed the late draws in the desk monitoring. And is working with the subrecipients on developing more efficient ways to handle draws and paperwork during pandemic situations.

Program administration will remain open due to COVID-19 funding for Program Year 2019 as a result of COVID-19 CARES Act as the City hired extra staff to assist with the CDBG-CV funds and will be part the last amendment to the second round of funds the City received.

The City has began to make draw request on it CDBG-CV funding and will continue to administer the program funds.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City of Victoria	100	46	Jurisdiction Wide
Low to Moderate Income Census Block Groups in the City of Victoria		3	Low to Moderate Income Census Block Groups in the City of Victoria
Swan Crossing		0	The land purchased by the City of Victoria to grant or sell based on a waiver received June 22, 1999

Table 4 – Identify the geographic distribution and location of investments

## **Narrative**

During this program year, all activities were carried out within the City limits of Victoria and within the low- to moderate income Census Block groups in the City of Victoria. There were no planned activities for Swan Crossing. The City is leaving open the Demolition program which concentrates on the low to moderate income Census Block groups and anticipates to reach its 20% goal within the next plan year and will indicate its goal in its 2020 CAPER.

## Leveraging

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

Although no match is required for the Community Development Block Grant Program, the City of Victoria recognizes the value of leveraging its CDBG program funds. With CDBG funds our public service agencies and public facilities are able to leverage CDBG funds with additional private and public funds in order to continue in providing services and facility for low- to moderate-income individuals. This past year we awarded two public facility grants to public facilities that were able to leverage CDBG funds to gain additional private donations and additional public grant funds. Perpetual Help Home was awarded \$100,000.00 in CDBG funds to rehabilitate their women's transitional housing facility. Because they were awarded CDBG funds, the Johnson and Johnson Foundation awarded them a \$50,000.00 grant toward the rehabilitation project, leaving the facility responsible for about 20% of the project which they were able to raise via private donations making this project more attainable and able to complete. MidCoast Family Services was also granted a public facility CDBG grant award from the City. They received \$270,000.00 in CDBG grant funds to use toward their expansion project at their women's crisis center. By securing the CDBG grant funds they two were able to apply for additional grant funds from private and public foundations and organizations. The CDBG were estimated to cover approximately 25% of the expansion project. MidCoast received additional funds via private donations. Our public facilities have expressed by receiving CDBG grant funds for projects, it is a good foundation for them to use when applying for additional grant funds from different organization both public and private as as state and local government agencies.

Each year CDBG also awards public service agencies CDBG funds to be used towards their programs that assist low- to moderate income individuals and households as well as the homeless. The agencies typically leverage state, local, and private funds to run their programs. Our public service agencies leverage funds from such agencies as the United Way, Texas Department of Agriculture, private donations from foundations, Texas Department of Housing and Community Affairs just to name a few.

The City did not use any of its CDBG funds towards its publicly owned land or property to address needs in the plan this past year. The City anticipates using it publicly own land and property in the future toward park projects, street lighting, and public infrastructure projects.

## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	10	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	0	0
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>10</b>	<b>0</b>

Table 6 – Number of Households Supported

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

The City did not undertake any affordable housing projects with its standard CDBG, but is providing rental assistance with its CDBG-CV funding for this project year. The City's rental assistance program meets the Section 215 definition of affordable housing. In order to qualify for the rental program applicants must show their rent is at or below the fair market rent rate for the type of housing unit. The City does not have actual as the program is still on going with its CDBG-CV funding.

In 2019 the City originally, set a goal to assist at least 4 low- to moderate-income households with Mortgage Assistance. City had planned to grant downpayment/closing cost assistance to those low- to moderate income individuals buying an affordable housing. However, the City amended their plan to remove the program from their action plan as they experienced a decline in applicants for the programs. The City spoke with local banks and lenders about the decrease in applicants. It was brought

to the attention of the City that local banks and lenders also saw the need to those low- to moderate-income individuals with downpayment and closing cost. Many of the local banks and lenders began creating their own programs to assist these individuals. These programs were able to offer greater incentives than the City's programs. The new local programs were helping those low- to moderate individuals gain affordable, safe and sustainable housing. The City is grateful for the local banks and lenders stepping to assist its citizens.

The City decided to shift its mortgage assistance funds to its demolition program. The City felt they could still assist low- to moderate income individuals as well as low- to moderate income areas in the City by demolishing substandard structures. By demolishing substandard structures it allows for the redevelopment of new housing to be created. The City of Victoria faced a shortage in affordable housing before Hurricane Harvey, but once Harvey hit the City saw an even bigger decrease in affordable housing. The demolition program allows for new affordable housing to be built which is safer and more sustainable. As well as taking a major cost of redevelopment away from those low- to moderate income individuals. Many times low- to moderate income individuals are limited on funds they can spend toward new housing. By the City incurring the demolition cost the individual is able to save funds to put toward new housing.

**Discuss how these outcomes will impact future annual action plans.**

These outcomes have pushed the City to explore more options on how they can assist in creating more affordable housing not only with CDBG funds but as a City as hold. The City is planning to explore programs such as roof rehabilitation and water/sewer tap fees for low to moderate income individuals. The City is also working on non-CDBG activities such as working with developers to bring in more affordable housing units such as apartments and exploring development programs offering incentive programs for rehabilitation projects for low to moderate income individuals to get them placed in more affordable housing which is safer and sustainable.

The City of Victoria is looking at ways to prioritize goals and funding resources with particular emphasis on increasing affordable housing for people who are homeless or have special needs.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	464	0
Low-income	128	0
Moderate-income	16	0
<b>Total</b>	<b>608</b>	<b>0</b>

**Table 7 – Number of Households Served**

## **Narrative Information**

These numbers reflect those assisted by the City's public service agency programs such as utility assistance, meals on wheels, life skills programs, and afterschool care programs and other programs as such.

## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

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

The City continues to be a part of the Victoria Area Homeless Coalition to assist with continued communication efforts between the City and its homeless population. Also, the City part takes in the Point-in-Time count every January. This gives City staff the opportunity to reach out to the City's homeless population to gain a better understanding of their needs. The City attends various neighborhood coalition meetings, made up of community members, including those who may be suffering homeless or have experiences homelessness in the past to gain their feedback on the needs of our homeless population.

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

The City has partnered with local non-profits on public facility projects to remodel and expand existing emergency shelters and transitional housing. The City will continue to collaborate with non-profits who seek public facilities funds to create, rehabilitate, or expand emergency shelters and transitional housing. The City understands there is a need for a woman's and family emergency shelter, as there is currently only a men's emergency shelter. The Salvation Army houses the men's shelter in Victoria and currently only has one room for a family that is usually limited on the length they can stay. They currently do not house any women on an emergency basis.

This past year, the City did collaborate with a local non-profit transitional housing for women with a rehabilitation project. The facility had suffered much damage to the transitional housing facility back in 2017 from Hurricane Harvey. The facility had been slowly rehabilitating itself in order to still house women. The assisted with funds to finish the rehabilitation project to keep the transitional housing facility sustainable and able to stay at maximum capacity especially with the pandemic creating a need for the transisitional housing.

### **Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

The City continues to collaborate with such agencies as Mid-Coast Family Services, Salvation Army, Community Action Committee, and Perpetual Help Home, which provide services to homeless individuals

transitioning back into permanent housing. The City does not have its own homeless discharge coordination policy, but as a member of the Victoria Area Homeless Coalition, they do refer the coordinate entry policy of the Coalition. Coordinate Entry is a collaboration between the our City's local public service agencies which allow for a homeless individual go to one agency and be able to apply for multiple service and housing at one location versus being shuffled to multiple locations trying to gain assistance. The lead of the Coordinate Entry our local ESG agency Community Action Committee and our local CoC agency MidCoast Family Services. The City of Victoria does not receive ESG or CoC funds directly and does not control how the funds are utilized. These funds are filtered to our two local non-profits directly. Community Action Committee receives their ESG funds through the State of Texas and MidCoast receives their CoC funds through HUD.

The City saw with the onset of the COVID-19 pandemic there was an extreme need to assist low-income individuals and families avoid becoming homeless. As a result of the COVID-19 pandemic the U.S. government established a stop of evictions during the pandemic, but many people feared losing their housing as they had lost their jobs and income on and had no means of paying rent. The City did develop a program with their CDBG-CV funds to assist those low to moderate individuals unable to pay rent by paying their rent and catching them up should the evictions start up at any moment. One thing the City has realized by the COVID-19 pandemic is they would like to strive to create and support programs that assist those low to moderate income individuals who struggle as a result of disasters and pandemics. Many of those residents do not and cannot afford to create nest eggs to assist in those hard times as they tend to live check by check. The City also would to explore option and programs teaching people how to save and become more financially stable.

**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**

The City plans to support, through public service funds and public facility funds, those non-profits providing homeless individuals with shelter and housing, such the Salvations Army Life Skills program which helps individuals gain the life skills they need to support themselves and gain sustainable housing and employment. The City also supports transitional housing facilities which help homeless individuals get back on their feet while teaching them how to save money and gain employment, creating a savings, and assist in finding affordable and sustainable housing once they are ready to leave transitional housing, such as Perpetual Help Home.

## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

The Victoria Housing Authority did not increase the number of public housing units during the 2019 Annual Action Plan program year. The City still continues to work closely with the Victoria Public Housing Authority (PHA) and refers potential residents to their office. The City has become more involved in the appointment of Board Members to the Housing Authority's Board.

The Victoria Housing Authority is planning to start a RAD conversion based on their 2020 Annual PAH Plan. The early stages of which will begin in FY 2020 with a physical needs assessment and the hiring of a consultant. VHA will release information on the RAD conversion after HUD has approved their application.

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

In order to assist public housing residents concerns be heard more, the City has began to assist in hearing residents concerns as to what issues they may be having with the Housing Authority and collaborate with the Housing Authority to find solutions for their residents. The public housing authority no longer has its residential advisory committee to voice residents concerns. The City has been communicating with VHA in reestablishing the committee to help with resident concerns and help develop programs to assist residents better themselves to be able to find other housing other than public housing and sustain the housing.

### **Actions taken to provide assistance to troubled PHAs**

Not Applicable. The Victoria Public Housing Authority is not considered troubled at this time.

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken 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. 91.220 (j); 91.320 (i)**

The City has developed a Sidewalk Covenant and Agreement which allows for the City's sidewalk requirement to be waived until it is necessary for a sidewalk to be installed. The City currently requires newly developed residential structures to install sidewalks at the time of development. This requirement has been problematic for low- to moderate income families not familiar with this requirement as they did not plan for the extra expense. The temporary waiver allows for affordable sustainable housing to be developed without any hold ups.

The City also plans on updating its City Code in 2021 to assist in helping create affordable housing. The City is hoping to create a smaller lot size requirements to allow more housing to be developed throughout the City not just within its Historical Districts. The City is also updating its local building codes in 2021 to incorporate more affordable building code options.

## **Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

The City of Victoria sees the lack of adequate funding and the lack of capacity as some of the major obstacles the City faces when trying to meet those underserved needs. 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 tends to lead to program eliminations or in the 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 nonprofit organizations that serve the low/mod families in Victoria. The City will continue to provide public facility and infrastructure improvements to low/mod areas.

## **Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

The City did not run any housing programs this year but should they run any in the future they 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 may be disturbed by the rehab program. The City also plans to test for lead paint hazards by a qualified firm should they take on rehabilitation programs in the future. 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 leadbased paint training courses, and when

possible will invite subrecipients with housing programs to participate in the training.

**Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

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

Currently, the City is working with our local economic development group on how to lure and draw bigger companies to Victoria in hopes of bringing more jobs to the area.

The City also strives to support local non-profits and private companies on job training courses and resources. This past year the City supported our local Salvation Army in establishing the Life Skills programs which helps homeless individuals gain common life skills like how to handle finances, establishing a budget, as well as complete their high school or GED education, also on the job training, and/or certification trainings such as food handlers certification.

**Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

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 taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

The City has also assisted in creating an Affordable Housing Round Table Committee to address the local need for more affordable housing for homeownership as well as suitable and safe affordable rental units. The committee was started in early 2020, but due to the pandemic was placed on hold. The City does anticipate starting the committee up in 2021, in order to address those impediments involving inadequate low cost homes and safe rental housing.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

The City of Victoria continues to run its Demolition program. The program targets substandard structures located within the City's Low- to Moderate-Census Block Groups. The purpose of the Demolition program is to address the City's Neighborhood Deterioration. As structures continue to grow old and become less sustainable, the City's plan is to eliminate those substandard structures to help promote new sustainable development to happen. Also, the demolition program can make affordable housing more attainable for those low- to moderate income individuals who cannot afford to demolish their current substandard housing and purchase a new manufactured home or stick built home. The program provides that added

assistance to all for these individuals to save and put that money toward a more sustainable, affordable, and safe living environment.

The City also continues to work with Subrecipients and other local non-profits in finding a solutions and assistance in developing additional services for the City's homeless population.

The City has also assisted in creating an Affordable Housing Round Table Committee to address the local need for more affordable housing for homeownership as well as suitable and safe affordable rental units. The committee was started in early 2020, but due to the pandemic was placed on hold. The City does anticipate starting the committee up in 2021, in order to address those impediments involving inadequate low cost homes and safe rental housing.

## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The City of Victoria CDBG staff monitors compliance for all HUD programs. The City requires subrecipients to submit a minimum quarterly reports and annual program and financial reports to the City for monitoring, they do allow subrecipients to submit more frequent reports on a monthly basis if the subrecipient wishes too. Due to COVID-19, the City did experience difficulties with Subrecipients submitting their reports on time as many suffered staff shortages, complete closures for months at a time, but the City did do desk monitoring and called and emailed subrecipients on trying to keep them on track and how the City assist them in meeting their goals.

The City CDBG staff prepares the Annual Action Plan, which details the use of federal HUD entitlement funds. The City CDBG staff prepares the Consolidated Annual Performance and Evaluation Report (CAPER), which tracks the City's overall performance with respect to its Consolidated Plan and Annual Action Plan and evaluates the City's efforts at implementing the plans' goals and objectives.

The City has made concentrated efforts to continue improvements in terms of development of subrecipient contracts, accountability and specificity, and enhanced monitoring. Further, in compliance with 2 CFR 200 section 200.331, the City of Victoria commits to monitoring at least 25% of its subrecipient agencies a year. The monitoring involves both fiscal and a program monitoring. In addition to receiving their reports, a desktop monitoring is also conducted to ensure risk evaluation, evaluation of financial capability, and other factors to ensure that the subrecipients are capable of providing the services that the beneficiaries need.

## **Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

Public notice was placed in the local newspaper, Victoria Advocate, on December 1, 2020, in both Spanish and English. This notification is affirmative steps to solicit participation from protected classes including racial/ethnic minorities, non-English speaking persons, limited English proficiency (LEP) and persons with disabilities. The notice advertised a 15-day public comment period and provided notice for the December 15, 2020, Public Hearing on the Consolidated Annual Performance and Evaluation Report (CAPER). The 15-day public comment period began on December 1, 2020, and concluded on December 15, 2020. All council meetings are televised and aired on the cable public access channel and also available by Zoom Webinar, where Citizens may logon via the internet or call in to a toll free number. A draft copy of the CAPER was made available for comment and viewing on the City website and in the City of Victoria's Development Services Office.

Request for accommodations or interpretive services must be made 48-hours prior to the City Council meeting to the City of Victoria's City Secretary office. There were no comments received from the public during the public hearing held on December 15, 2020, or during the 15-day comment period to the Development Services Planning Department.

The City of Victoria has two (2) municipal Television channels located at VT15 and VT115 that show all Planning Commission, City Council and the Parks commission meetings. Also available is two (2) YouTube on demand video channels that show all Public meetings and the second shows all City Council meetings. All the above-mentioned links are located at the following locations:

**Victoria City Website:** <https://www.victoriatx.gov>

**Victoria Texas Videos:** <https://www.youtube.com/user/VictoriaTexasVideos/featured>

**City of Victoria Public Meetings Channel:** <https://www.youtube.com/user/VictoriaMeetings/featured>

**Vtv15.org** <http://vtv15.org/>

**City of Victoria Facebook Page:** <https://www.facebook.com/cityof.victoria.5>

The Communication Department has looked into closed caption video programming but due to high cost for that service is not feasible for the City to undertake that option of which, the Federal Section 508 does not mandate state and local agencies are required to provide closed caption.

## **CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

The City of Victoria along with the rest of the Nation and world is currently experiencing the effects of a global pandemic known as the Cornoavirus (COVID-19). Though the pandemic has not changed any of the City's high priorities, it did impact the way the City would spend its regular CDBG and CDBG-CV funds.

The City realized with the on going pandemic it was difficult to run some programs. Some of the City's Public Service programs became difficult for our subrecipients to administer their programs. In planning for the future, the City has worked with their subrecipients on how to set realistic program goals that would be able to accomplish during a pandemic. Many subrecipients experienced staff shortages, closings of the doors completely until allowed to open back up, limited interaction with clients for concerns of keeping the clients and staff healthy and safe. The City has worked with subrecipients on establishing social distancing policies and methods that would allow them to run their programs effectively while keeping staff safe.

The City's demolition program also took a hit as contractors out of safety for their employees were taking

on less jobs and making it difficult to find contractors. The City is exploring continued procurement policies on how to gain a larger list of contractors as a result the City has been not only advertising with the local paper but putting the adds on Bid Net as well in hopes of gaining more contractors and increase competitive bid pricing.

The City was granted two rounds of CDBG-CV funds from the CARES Act Relief Fund. The City is currently planning and utilizing the CDBG-CV funds to assist in the response, preparation, and prevention of COVID-19. This experience has shown the City the need for additional public service programs and public facility expansions to assist in the aid in the response of the pandemic and the preparation and the prevention of COVID-19. One of the greatest needs the City saw was for those low to moderate income families who were affected by COVID-19 and needing rental and mortgage assistance in order for them to remain in the safe sustainable living environment. The City has implemented to assist those individuals with rental and mortgage assistance.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

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# Attachment

## Victoria Advocate Notices Public Comment and Hearing

STATE OF TEXAS  
COUNTY OF VICTORIA

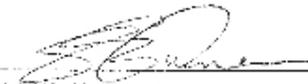
Before me, a Notary Public in and for said County and State, this day personally appeared PAMELA WILLIAMS, Multi Media Sales Assistant for the VICTORIA ADVOCATE published by the VICTORIA ADVOCATE in VICTORIA County, Texas and distributed in other surrounding Counties (Calhoun, Dewitt, Goliad, Gonzales, Jackson, Karnes, Lavaca, Matagorda, Refugio and Wharton); and who, after being duly sworn, did dispose and say that the following clipping of an advertisement was published in the above named paper on the following dates:

Tuesday, December 1<sup>st</sup>, 2020

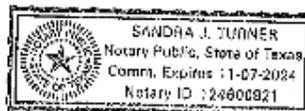
Signed 

Subscribed and sworn to before me, this 9<sup>th</sup> day of December, 2020.

Notary Public

  
VICTORIA County, TX

[place notary seal here]



**AVISO DEL PERIODO DE COMENTARIOS DE 30 DIAS A PARTIR DEL 1 DE DICIEMBRE DE 2020 Y AVISO DE AUDIENCIA PÚBLICA EL 15 DE DICIEMBRE DE 2020**

La ciudad de Victoria es una ciudad de derecho bajo el programa de desarrollo de vivienda comunitario (CDBG) por sus siglas en el Departamento de Vivienda y desarrollo urbano de los Estados Unidos (HUD por sus siglas). Como resultado, la ciudad recibe asignaciones anuales de fondos federales CDBG para una variedad de necesidades comunitarias. De acuerdo con los planes federales (24 CFR 91.105), todas las comunidades de derecho CDBG deben crear a cada un periodo de comentarios públicos y la ciudad publica para obtener información ciudadana sobre el desarrollo del programa CDBG. Como parte de este proceso, el HUD requiere un documento llamado el informe anual de rendimiento y evaluación (RAP) y el informe contiene tres elementos básicos: 1) un resumen de los cambios y los logros programáticos, 2) información de las actividades realizadas durante el año y 3) una evaluación de los progresos realizados durante el año pasado para abordar los objetivos de las necesidades prioritarias identificadas. Todas las actividades emprendidas con fondos CDBG desde el 1 de octubre de 2018 hasta el 30 de septiembre de 2020 están cubiertas en este informe.

La ciudad ha creado un esfuerzo considerable para redactar un documento que sea evaluable, informativo y útil para los residentes de la ciudad y las organizaciones privadas y públicas locales. Sin embargo, el lector debe saber que el informe contiene ciertos detalles y datos presuntos por HUD. Los comentarios y opiniones expresados por los ciudadanos se adjuntan al informe final de desarrollo. Una copia del RAPAR está disponible para su inspección en la oficina de Servicios de Desarrollo, ubicada en 700 Main Center, Suite 129, (361) 456-3580 y [www.victoriatx.gov](http://www.victoriatx.gov).

Una audiencia pública para escuchar las opiniones de los ciudadanos sobre el RAPAR propuesto se llevará a cabo el 15 de diciembre de 2020 a las 5:00 p.m., a través de Zoom y en persona en 307 W. Juan (Yan) Street (cámaras del consejo). El acceso a la audiencia pública virtual se publicará en Victoria City Hall y está disponible en línea en [www.victoriatx.gov](http://www.victoriatx.gov). Cualquier pregunta o consulta sobre esta reunión de bienvenida y debe dirigirse al Departamento de Servicios de Desarrollo, 700 Main Center, Suite 129, Victoria, (361) 456-3580. Los comentarios formulados por escrito pueden enviarse por correo al Departamento de Servicios de Desarrollo, P.O. Box 1768, Victoria, TX 77902. Todos los comentarios deben recibirse antes de las 4:00 p.m.

STATE OF TEXAS  
COUNTY OF VICTORIA

Before me, a Notary Public in and for said County and State, this day personally appeared PAMELA WILLIAMS, Multi Media Sales Assistant for the VICTORIA ADVOCATE published by the VICTORIA ADVOCATE in VICTORIA County, Texas and distributed in other surrounding Counties [Calhoun, Dewitt, Goliad, Gonzales, Jackson, Karnes, Lavaca, Matagorda, Refugio and Wharton]; and who, after being duly sworn, did dispose and say that the following clipping of an advertisement was published in the above named paper on the following dates:

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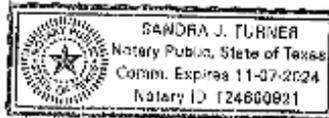
Signed [Signature]

Subscribed and sworn to before me, this 9<sup>th</sup> day of December, 2020.

Notary Public

[Signature]  
VICTORIA County, TX

[place notary seal here]



**NOTICE OF 15-DAY COMMENT PERIOD COMMENCING DECEMBER 1, 2020 AND NOTICE OF PUBLIC HEARING ON DECEMBER 15, 2020**

The City of Victoria is an entitlement city under the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program. As a result, the City receives annual allocations of federal CDBG funds for a variety of community needs. According to federal guidelines (24 CFR 91.105), all CDBG entitlement communities must submit a public comment period and public hearing to obtain citizen input regarding the performance of the CDBG program. As part of this process, a document is required by HUD called the Consolidated Annual Performance and Evaluation Report (CAPER). The report contains three basic elements: 1) a summary of resources and programmatic accomplishments, 2) the status of actions taken during the year, and 3) an evaluation of progress made during the past year in addressing identified priority needs objectives. All activities undertaken with CDBG funds from October 15, 2019, through September 30, 2020 are covered in this report.

Considerable effort has been undertaken by the City to draft a document, which is accessible, informative, and useable for city residents and local public and private organizations. However, the reader should be aware that the report contains certain format and content guidelines prescribed by HUD. Comments and views expressed by citizens will be attached to the final performance report. A copy of the CAPER is available for inspection in the Development Services office, located at 700 Main Center, Suite 129, (361) 485-3360 and [www.victoriatx.gov](http://www.victoriatx.gov).

A Public Hearing to hear citizen input on the proposed CAPER will be held December 15, 2020 at 5:00 p.m. (est. 2:00) and to person at 107 W. Juan Lopez Street (Council Chamber). Access to the Virtual Public Hearing will be posted at Victoria City Hall and is available online at [www.victoriatx.gov](http://www.victoriatx.gov). Any questions or inquiries about this meeting are welcome and should be directed to the Development Services Department, 700 Main Center, Suite 129, Victoria, (361) 485-3360. Formal, written comments may be mailed to the Development Services Department, P.O. Box 1798, Victoria, TX 77902. All comments should be received by 4:00 p.m. on December 15, 2020. The CAPER will be submitted to HUD on or about December 23, 2020.

# Council Agenda, AIM, and Presentation



## AGENDA

### City Council Meeting

5:00 PM - Tuesday, December 15, 2020

107 West Juan Linn Street (Council Chambers)

#### A. CALL TO ORDER

1. Quorum Call.
2. Pledge of Allegiance.
3. Welcome Citizens.

#### B. COMMUNICATION:

##### 1. ANNOUNCEMENTS/REMINDERS:

- a. Live public access is available on TV15.

Remote access to participate in this meeting is available via Zoom webinar.

Please click the link below to join the webinar:

<https://victoriatx.zoom.us/j/444573113>

Or dial Toll Free (888) 475-4499 or (877) 853-5257 and enter Webinar ID: 444 573 113

##### 2. PUBLIC & EMPLOYEE RECOGNITIONS:

- a. Proclamation for Rena Scherer Appreciation Day. *Mayor Rawley McCoy*
- b. Recognition of Jessica Berger, Katie Talhelm and Brianna Valenzuela for receiving their Masters' in Library Science Degrees. *Dayna Williams-Capone, Library Director*  
Agenda Item Memo - AIM-20-313
- c. Recognition of Tiffany Totah for Completing the Certified Court Manager Designation. *Darrek Ferrell, Assistant City Manager*  
Agenda Item Memo - AIM-20-353
- d. Recognition of Brian Woolard for receiving Golf Superintendent of the Year award from the Texas Gulf Coast Superintendents Association. *Jason Alfaro, Parks and Recreation Director*  
Agenda Item Memo - AIM-20-354

##### 3. ITEMS FROM COUNCIL:

*With respect to items not listed on this agenda, City Council Members may request specific factual information, a recitation of existing policy, or placement of items on the City Council agenda for discussion at a following meeting.*

##### 4. CITIZEN COMMUNICATION:

*At this time, the public is invited to address the City Council and speak on any matter*

*not specifically listed for public hearing in the subsection titled: "Public Hearings," below. Please note that City Council may not deliberate on topics not included on this agenda.*

**C. ITEMS WITH PUBLIC HEARINGS:**

*The City Council shall call a public hearing before taking action on each item below in this section. Any person wishing to address the City Council on these items should please come forward when that public hearing is called.*

1. 2019 CDBG Consolidated Annual Performance and Evaluation Report (CAPER). *Julie Fulgham, Development Services Director*  
Agenda Item Memo - AIM-20-351

**D. CONSENT AGENDA:**

*All consent agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the consent agenda and considered after the remainder of the consent agenda. Information concerning consent agenda items is available for public review.*

1. Adoption of Minutes. *April Hilbrich, City Secretary*  
City Council - Dec 01 2020 - Minutes
2. Reappoint Members to the Board of Adjustments and Appeals. *April Hilbrich, City Secretary*  
Agenda Item Memo - AIM-20-323 - Pdf
3. Approve a VSTDC Budget Amendment for the Economic Development Program Agreement with the Victoria Economic Development Corporation (VEDC).  
*Gilbert P. Reyna, Jr. CPA, Chief Financial Officer*  
Agenda Item Memo - AIM-20-335 - Pdf
4. Authorize the City Manger, or a designee, to apply for and, if awarded, accept a grant from the Texas Department of Housing and Community Affairs for their Texas Emergency Rental Assistance Program (TERAP) of up to \$176,363.13, with no matching funds to be required from the City. *Julie Fulgham, Development Services Director*  
Agenda Item Memo - AIM-20-350 - Pdf
5. Approve a Professional Services Agreement with Victoria Engineering, Inc. d/b/a Urban Engineering for design services of the Crestwood Drive Reconstruction Project Phase III (Navarro to Main), in the amount of \$274,900.00. *Ken Gill, Public Works Director*  
Agenda Item Memo - AIM-20-352 - Pdf
6. Approve a mowing contract with Andrew Rodriguez, d/b/a, AJ Shredding for the mowing of Loop 463, in an amount not to exceed \$56,000.00.  
*Darryl Lesak, Environmental Services Director*  
Agenda Item Memo - AIM-20-349 - Pdf
7. Approve renewal of the Interlocal Cooperation Agreement with Gulf Bend Center for the provision of mental health peace officer services. *Roberto Arredondo, Jr., Police*

*Chief*  
Agenda Item Memo - AIM-20-348 - Pdf

**E. ACTION ITEMS FOR COUNCIL DISCUSSION:**

1. Appointments to the Tourism Advisory Board. *April Hilbrich, City Secretary*  
Agenda Item Memo - AIM-20-343 - Pdf
2. Approve a Real Estate Lease and Professional Services Agreement with the South Texas Zoological Society, Inc. in the amount of \$125,000. *Darrek Ferrell, Assistant City Manager*  
Agenda Item Memo - AIM-20-330 - Pdf
3. Approve an administrative services agreement with Blue Cross Blue Shield of Texas for claims administration and 2021 Stop Loss insurance application in the amount of \$764,400.48. *Cheryl Marthiljohni, Human Resources Director*  
Agenda Item Memo - AIM-20-316 - Pdf

**F. CITY MANAGER REPORTS:**

1. TML Legislative Update. *Thomas Gwosdz, City Attorney*  
Agenda Item Memo - AIM-20-318

**G. WORK SESSION:**

**H. EXECUTIVE SESSIONS:**

*All items listed in this section may be considered Action Items and City Council may take action on any item listed in this section without further notice.*

1. Executive Session in accordance with Texas Government Code Section 551.074 with regard to personnel matters including, but not limited to, the routine annual performance review of the City Manager and City Attorney. *Mayor Rawley McCoy.*
2. Executive Session in accordance with Texas Government Code § 551.087, to discuss or deliberate the offer of a financial or other incentive to a business prospect that the City Council seeks to have, locate, stay, or expand in or near the territory of the City of Victoria and with which the City of Victoria is conducting economic development negotiations. *Jesús A. Garza, City Manager.*
3. Executive Session in accordance with Texas Government Code § 551.072, to deliberate the purchase, exchange, lease, or value of real property interests due to the fact that deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third party. *Jesús A. Garza, City Manager.*

\* Regardless of the agenda heading under which any item is listed, any subject mentioned in any word or phrase of any item listed on this agenda may be deliberated by City Council, and such words or phrases are hereby added as additional subjects to be considered. Resolutions, ordinances, and other actions concerning any word, phrase, or other subject of this meeting include the regulation of animals, construction, signs, unsafe buildings, floodplains, land development, nuisances, mowing, sanitation, food establishments, manufactured house, itinerant vendors, outdoor sales, water conservation practices, and proposed changes to the City Charter. Any descriptions of property or amounts stated herein are descriptive and not restrictive, and property and amounts may be changed in the motions, actions, or documents without further public notice.

\*\* In addition to the items listed under "Public Hearings," every item on this agenda shall be considered a public hearing

\*\*\* Any penal ordinance of the City of Victoria or item which is funded by the current or next proposed City of Victoria budget, including, without limitation, any park, street, water pipe, sewer, drainage structure, department, employee, contract, capital improvement project, or real property interest of the City of Victoria may be discussed and deliberated as a City Manager's Report, and the subject is hereby defined as such without further notice.

\*\*\*\*Any item on this agenda may be discussed in executive session if authorized by Texas law regardless of whether it is listed under "Executive Sessions" of this agenda, regardless of any past or current practice of City Council. Executive sessions herein are closed meetings, may include consideration of any item otherwise listed on the agenda, plus any subject specified in the executive session notice, and may include items under Texas Government Code Sections 551.071, 551.072, 551.073, 551.074, 551.076, 551.084, and/or 551.087. Executive sessions may be held at 105 W. Juan Lim, Victoria, Texas or such other location as determined by the City Council. This agenda has been reviewed and approved by the City Attorney's office, and the presence of any subject in the Executive Session portion of this agenda constitutes a written interpretation of Chapter 551 of the Texas Local Government Code by the attorney for the governmental body indicating that said subject may be legally discussed in a closed meeting



## AGENDA ITEM MEMO

**Meeting Date:** December 15, 2020

**Prepared For:** Jesús A. Garza, City Manager, Mayor Rawley McCoy, Members of City Council, Thomas A. Gwosdz, City Attorney

**Staff Contact:** Julie Fulgham, Director of Development Services

**Department:** Development Services

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**Subject: 2019 CDBG Consolidated Annual Performance and Evaluation Report (CAPER)**

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### **Background Information:**

The U.S. Department of Housing and Urban Development (HUD) requires local governments receiving Community Development Block Grant (CDBG) program funds to submit a Consolidated Annual Performance and Evaluation Report (CAPER) for the period from October 1, 2019 to September 30, 2020.

The CAPER provides guidance for conducting a self-evaluation of the City's annual performance in relation to meeting priorities and specific objectives outlined in the 2015 – 2019 Consolidated Plan & Strategy. This document contains three basic elements: 1) a summary of resources and accomplishments, 2) the status of actions taken during the program year, and 3) an evaluation of progress made during the past year in addressing identified priority needs and objectives.

Public Participation is required for the CAPER and must be conducted before it is submitted to HUD for final review and approval. The City's Citizen Participation Plan requires a 15-day citizen comment period on the report and one public hearing to be held annually to review program performance. The Notice for the Public Comment period, along with the Notice of the Public Hearing has been published in the Victoria Advocate on December 1, 2020. The Public Comment Period will begin on December 1, 2020, and will conclude on December 15, 2020, at 4 P.M. The Public Hearing is being held during the Regular City Council Meeting on December 15, 2020. A summary of all public comments received will be attached to the final CAPER submitted to HUD.

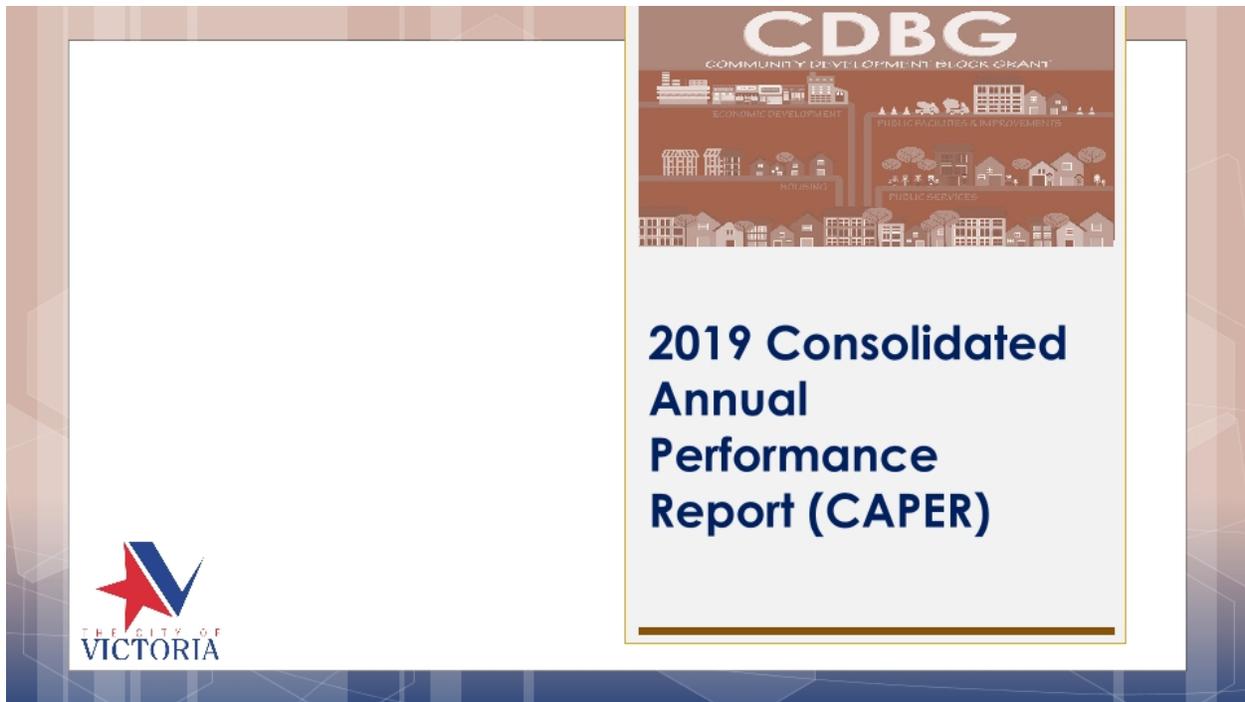
No formal action is required of Council at this time; this is a public hearing only.

### **Recommendation(s):**

No formal action is required of Council at this time; this is a public hearing only.

### **Attachments:**

[Draft 2019 CAPER](#)



## What is CAPER Report

- The Consolidated Annual Performance and Evaluation Report (CAPER).
  - It is the year-end report that is an evaluation of the progress made in the carrying out the community development programs and activities identified in the Annual Action Plan.
  - The CAPER requires a public hearing before being submitted to HUD.
  - The CAPER does not require formal action from Council.

## 2019 – 2020 City of Victoria CDBG Programs

Activity	2019 Allocated Funds	Status	Remaining Funds
Administration	\$112,536.20	Completed	\$52,884.36
Affordable Housing * Mortgage Assistance	\$10,000.00	Cancelled due to lack of applicants. Funds were reallocated into the Demolition Program budget in the June 2020 Amendment to HUD	Cancelled
Neighborhood Programs * Demolition	\$131,609.87	In Progress – to date 7 substandard structures have been demolished.	\$99,259.87 – pending demolitions for remaining funds



## 2019 – 2020 Public Service Agency Programs

Public Service Agency & Program	Actual Citizens Served	2019 Allocated Funds	Status	Remaining Funds
Volunteer Training: CASA	43 children	\$8,000.00	Completed	\$0.00
Afterschool and Summer Camp Program: Boys & Girls Club of Victoria	40 children	\$12,000.00	Completed	\$0.00
Life Skills Program Learning Center: Salvation Army - Victoria	18 homeless men	\$5,063.00	Completed	\$57.33
Summer Camp Program: Lighthouse for the Youth	Cancelled due to COVID restrictions unable to hold summer camps	\$8,000.00	Cancelled	\$8,000.00
Meals on Wheels: Community Action Committee of Victoria	19 persons	\$10,000.00	Completed	\$0.00
Meals on Wheels: Victoria Senior Center	47 person	\$10,000.00	Completed	\$0.00
Project Success: VISD Kids Connection	50 children	\$10,000.00	Completed	\$0.00
The Kids' Backpack Meals Program: Food Bank of the Golden Crescent	138 children	\$10,000.00	Completed	\$0.00
Utility Assistance – Water Bills: Community Action Committee of Victoria	235 individuals	\$10,000.00	Completed	\$0.00
<b>Total</b>	<b>590 individuals assisted</b>	<b>\$83,063.00</b>		<b>\$8,057.33</b>

## 2019 – 2020 Public Facility Projects

Public Facility	Population Served	2019 Allocated Fund	Status	Funds Remaining
Mid-Coast Family Services: Expansion of the Woman's Crisis Center to add additional Family Support Center Wing	Serves an average of 400 individuals, with approximately 200 of them being children	\$270,000.00	In Progress – engineering and building plans completed. Foundation work completed	\$175,135.57
Perpetual Help Home: Renovations and Rehabilitation of existing facilities	Serves an average of 60 adult women and 25 children	\$50,000.00	Completed	\$0.00



## Important Dates

- o **Public Comments Period**
  - o December 1 – 15, 2020.
- o **Public Hearing**
  - o December 15, 2020 – City Council Meeting
- o **Deadline to submit the 2019 CAPER to HUD**
  - o December 29, 2020

