



## 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 2016, which begins October 1, 2016 and ends September 30, 2017, the City will receive \$525,164.

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 2016 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 second year of the five year plan; the program year begins October 1<sup>st</sup> and ends the following September 30<sup>th</sup>.

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

All projects included in this Action Plan and 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's timeliness ratio, which HUD uses as a measure of the City's efficiency, was .77 at the end of last year, which left the City in great position for the new program year. The City has already met and is currently below the statutory timeliness expenditure ratio of 1.5% -- quite a bit ahead of the July 29<sup>th</sup> test date.

The City continues to affirmatively further Fair Housing in a variety of ways. On Sunday, April 3<sup>rd</sup>, the City published information ads in English and Spanish in the body of the San Marcos Daily Record. On April 5<sup>th</sup> 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. An article regarding the Fair Housing rights of families with children was included in the quarterly newsletter, The City Exchange – which is distributed as a utility bill insert. The City conducts Homebuyer Education Programs which includes Fair Housing rights and includes Fair Housing education during its Subrecipient Training.

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.

HUD recently completed a limited monitoring of the City's procurement practices, which did not result in any findings.

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

The City followed its Citizen Participation Plan (the plan is included in the Appendix) as it conducted the 2016 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. Full details can be found in AP-10 and AP-12 of this document.

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. The City produces a weekly YouTube Video, known as the "San Marcos Minute" which highlights important events each week. This is produced in-house by the City's Communication Department. The videos are posted on the YouTube channel and on the City's Facebook page, which has received over 17,000 page "likes".



**5. Summary of public comments**

Five speakers made comments during the public hearing and two written comments were received. In addition, 81 Needs Surveys were returned. Please see AP-12 for details of their comments and the appendix contains the written comments and the summary of the survey results.

The following comments were received during the 30-day Action Plan Draft review period:  
None

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

All comments were accepted.

**7. Summary**

San Marcos has been an entitlement community for the CDBG grant program since 1994. During the past 21 years, the City has utilized over \$13,000,000 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
Lead Agency	City of San Marcos, TX	
CDBG Administrator	City of San Marcos, TX	Community Initiatives Division – Planning and Development Services

**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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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.**

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

Agency/Group/Organization	Type	Section Addressed	How was the group consulted
Southside Community Center	Services – Specific assistance, homeless, housing	Housing Need Assessment; Homelessness needs; Non-homeless Special Needs	Conversations with Executive Director and review of shelter use data.
San Marcos Public Housing Authority	Housing, PHA, Services-Housing, Children. Elderly persons	Housing Needs Assessment, Public Housing Needs	Discussion with staff and executive director; invitations to attend workshops, surveys returned
Hays Caldwell Women’s Center	Services-Children, Persons with Disabilities, Victims of Domestic Violence	Housing Needs Assessment, Homelessness strategy	Discussion with executive director, review of annual demographic statistics
Community Action of Central Texas	Services-Children, elderly, persons with HIV/AIDS, homeless, education	Homeless Needs – Families with children, Homelessness Strategy, Non-Homeless Special Needs, anti-poverty strategy	Invitation to attend meetings, complete surveys.
Habitat for Humanity	Housing	Housing Need Assessment	Conversation with President; invitation to submit surveys, attend workshops
Council of Neighborhood Associations (CONA)	Neighborhood Organization	Housing Need Assessment, non-homeless special needs	Invitation to attend workshops / complete electronic survey
CASA of Central Texas	Services – Children, Child Welfare Agency	Homelessness Needs – unaccompanied youth, non-homeless special needs	Discussion with staff members. Invitation to workshops and surveys.

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

No specific organizations were intentionally omitted from the participation process.



**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>
Vision San Marcos: A River Runs Through Us (Comprehensive Plan)	Planning & Development Services – City of San Marcos	Diversified housing options; Stable neighborhoods that are protected from blight; Social services funding
Affordable / Workforce Housing Policy	City of San Marcos	Affordable housing; Homebuyer assistance; Removal of regulatory barriers; Housing Renovation; Increase supply of sites available for new affordable housing

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



## **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. Community Initiatives staff began the process with a discussion of the CDBG program with the City Council to receive early direction on January 19th. Applications were accepted from January 25 through February 29, 2016.

An Applicant Workshop was conducted on January 29th with six 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, 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. The workshop was scheduled for 6:00 p.m. on February 17, 2016; no participants attended. At both workshops, a Spanish-speaking employee was present to provide assistance if needed.

A "CDBG Needs Survey - 2016 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 on the City's website, at the applicant workshop, and were e-mailed to the public housing authority, local non-profit organizations and the Council of Neighborhood Association. The survey's availability was also included in press releases about the Action Plan Process. 81 surveys were returned -- a summary of the results was presented to Council and 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. Their review included site visits with each organization and a discussion about the programs requested for funding. The board made a public services funding recommendation that was presented to the City Council. The City Council accepted the recommendation and made public services awards as recommended.

Council conducted a public hearing on May 3, 2016 on the 2016 Action Plan in which 5 people spoke and written comments were submitted by Ruben Garza, Southside Community Center and Albert Sierra, San Marcos Public Housing Authority. All comments were accepted. The discussion of the applications and award of projects to be funded in the 2016 Action Plan was held by the City Council in open session on May 17, 2016.

A thirty-day comment period was held to allow public review and comments on the 2016 Action Plan Draft from July 8 through August 8, 2016. The draft was available on-line on the





City's website and paper copies were available at the San Marcos Public Library, the Main Street Office, the City Hall Lobby, and the Planning and Development Services office. A notice was published in the San Marcos Daily Record on July 7, 2016. A press release was issued on June 29, 2016 announcing the review period and locations the draft was available and providing instructions on how to submit comments.

Throughout the process various press releases were issued, notices were published, and the City's CDBG website was updated as detailed below. All press releases are posted on the City's webpage. The City also schedules social media posts to maximize exposure – timed to be during most active times.



## Citizen Participation Outreach

<b>Date</b>	<b>Type</b>	<b>Purpose / Topic</b>	<b>Response/Results</b>
1/19/2016	Council Meeting	Staff Presentation regarding 2016 Action Plan Process	Direction from Council
1/21/2016	Press Release	Applications available and notice of applicant workshop	Six persons attended; 2 submitted applications
1/22/2016	E-Mail	Press release was forwarded to PHA and non-profit organizations	Applications were submitted by a number of agencies receiving the press release
1/24/2016	Ad Publication	Notice of application period and applicant workshop published in Daily Record	Raised awareness of the CDBG Program
1/24/2016	Story in DR	Story reporting January 19 City Council meeting	Raised awareness of the CDBG Program
1/29/2016	Workshop	Applicant Workshop	Six attended
2/9/2016	Press Release	Notice of Stakeholder Workshop and survey form availability	81 surveys were returned
2/9/2016	E-Mail	Press release was forwarded to PHA, Council of Neighborhoods Association (CONA), and 11 non-profit agencies	Raised awareness of the CDBG Program and survey availability
2/9 – 4/8/16	Survey Period	Paper surveys, in English and Spanish, were available for comment on needs for 2016 funding	81 responses received. Summary
2/11/2016	Story in University Star Paper	A story summarizing the applicant workshop was published in the University Newsletter	Raised awareness of the CDBG Program, especially targeting the University students and faculty
2/15/16	Social Media	The “San Marcos Minute” included information about the upcoming stakeholder workshop	Outreach through social media using the City’s YouTube and Facebook pages.
2/17/2016	Workshop	Stakeholder Workshop	None attended
4/3/2016	Ad Publication	Fair Housing ad in English and Spanish published in body of paper for fair housing education and outreach	Outreach and education furthering fair housing
4/5/2016	Proclamation	Fair Housing Month Proclamation – received by City Staff, PHA, Board of Realtors, Lender	Outreach and education furthering fair housing
4/15/2016	Ad Publication	City Council Public Hearing Notice, published in English and Spanish	5 persons spoke and 2 submitted written comments



4/20/2016	Press Release	City Council public hearing on 2016 Action Plan	Outreach about opportunities to give comments
4/20/2016	E-Mail	Press release forwarded to all applicants and other non-profit organizations	Raised awareness of the CDBG process/program
5/3/2016	Recommendation	Human Services Board made a recommendation for the award of public services projects	Council accepted recommendation and followed recommendation in awarding funds
5/3/2016	Public Hearing	Council conducted public hearing	A summary of the comments received follows
7/7/2016	Ad publication	Notice of comment period, location of copies, instructions on making comments	Outreach and education
6/29/2016	Press Release	Notice of Notice of comment period, location of copies, instructions on making comments	Outreach and education
7/8 – 8/8/2016	Comment Period	Action Plan Draft available for public review and comments	Outreach and education
6/29/2016	E-Mail	Press release forwarded to funded organizations, PHA, and other non-profit organizations	Outreach and education
On-going	Webpage	CDBG webpage ( <a href="http://www.sanmarcostx.gov/cdbg">www.sanmarcostx.gov/cdbg</a> ) was updated to follow progress of application process	Education and Outreach – topics included application forms that could be downloaded, notice of applicant and stakeholder workshops, availability of survey forms that could be downloaded, draft Action Plan for Review

**SUMMARY OF COMMENTS RECEIVED:**

**Public hearing 5/3/2016/ Citizen Comment Period**

1. Lynette Lombardo, representing CASA, spoke in support of their funding application.
2. Stewart Dale Spencer, representing the San Marcos Housing Authority, spoke in support of their application for funding for a learning facility at the CM Allen Homes.
3. Gloria Salazar, representing Centro Cultural Hispano de San Marcos, spoke in support of their request of funds to repair the roof of the building they lease from SMCISD.
4. Marla Johnson, representing the Hays Caldwell Women’s Center, spoke in support of their funding application.
5. Lisa Marie Coppoletta, representing herself, spoke in opposition to the use of CDBG funds to replace the roof at El Centro as that is the school district’s responsibility, and spoke in favor of funding the Hays Caldwell Women’s Center family violence shelter.



Written comments were submitted by Ruben Garza representing Southside Community Center and are included in full in the Appendix Section.

May 11, 2016 – Albert Sierra, Executive Director of the San Marcos Housing Authority, provided written comments giving additional information about their application for a learning center in response to questions that had been asked by the City Council. A copy of the letter is included in the Appendix.

May 17, 2016 – Citizen Comment Period: Marla Johnson, representing the Hays Caldwell Women’s Center, spoke in support of their funding application.

## Expected Resources

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

#### Introduction

The City receives approximately \$500,000 annually as a CDBG entitlement community.

#### Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation : \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public – federal	Admin & planning, housing, public facilities, public services	\$525,164	\$2,000	\$468,983	\$996,147	\$1,500,000	CDBG funds will be used to address community housing & non-housing priority needs

**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 (\$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 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 22<sup>nd</sup>. San Marcos will create 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 will fall in the areas of housing, economic development, 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**

No new funding for park improvements was included in the 2016 Action Plan. However, the Veteran’s Park Project (2014) and the Dunbar Park Project (2015) are anticipated to be underway during the 2016 program year.

**Discussion:**

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



## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

	Goal Name	Start Year	End Year	Category	Needs Addressed	2016 Funding	Goal Outcome Indicator
1	Owner-Occupied Housing Rehabilitation	2015	2019	Affordable Housing	Affordable Housing	CDBG: \$325,104	Homeowner Housing Rehabilitated: <b>7 Household Housing Units – Southside and 8 units – St. Bernard Projects</b>
2	Public Services	2015	2019	Non-Housing Community Development	Public Services	CDBG \$73,310	Public service activities other than Low/Moderate Income Housing Benefit: <b>359 Persons Assisted</b>
3	Parks, Sidewalks and Public Facilities	2015	2019	Non-Housing Community Development	Public Facilities, Infrastructure, Transportation	No new funding	2014 Veterans Park Improvements project expected to be completed in PY 2016 with <b>1,325 beneficiaries</b> ; 2015 Dunbar Park project will be underway with <b>2,225 beneficiaries</b>
4	Program Administration	2015	2019	Program Admin	Program Administration	CDBG \$105,000	N/A
5.	First Time Homebuyer	2015	2019	Affordable Housing	Affordable Housing	CDBG \$21,750	Direct Financial Assistance to Homebuyers – <b>3 Households Assisted</b>
6	Clearance of Spot Slum & Blight	2015	2019	Clearance	Clearance Activity	No new funding	It is anticipated that all funding will be expended during PY 2015. If funds remain, it is anticipated that 1 additional structure will be demolished.
7	Land Acquisition for Affordable Housing	2015	2019	Affordable Housing	Affordable Housing	No new funding	No additional units to be obtained in PY 2016



## Goal Descriptions

Table 7 – Goal Descriptions

	<b>Goal Name</b>	<b>Owner-Occupied Housing Rehabilitation</b>
1	<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>A second housing rehab program has been approved this year that will provide funding to non-profit St. Bernard Projects that will address single family, owner-occupied housing that was impacted by the 2015 Memorial or All Saints Day Floods.</p>
	<b>Goal Name</b>	<b>Public Services</b>
2	<b>Goal Description</b>	<p>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 2016 the following agencies are funded: CASA - Child Advocacy Program; Hays Caldwell Women's Center - Family Violence Shelter Program and Transitional Rental Assistance; and the City's Recreation Division's - Recreation Fee Scholarship Program.</p>
	<b>Goal Name</b>	<b>Parks, Sidewalks and Public Facilities</b>
3	<b>Goal Description</b>	<p>The City will continue its program of updating and improving neighborhood parks in 2016 by moving forward with making improvements to the Dunbar Park, located on MLK Street. The service area for this park is census block groups 101.00-2 and 101.00-1, which has a low/mod percentage greater than 51%. Another park project is carried over from program year 2014: improvements to Veterans Park, located on Mariposa Street. The service area for this park is census block group 105.001, which has a low/mod percentage of 66.04%.</p>
	<b>Goal Name</b>	<b>Program Administration</b>
4	<b>Goal Description</b>	<p>This activity provides funding for the oversight and management of the CDBG grant program.</p>
	<b>Goal Name</b>	<b>First Time Homebuyer</b>
5	<b>Goal Description</b>	<p>Direct homebuyer assistance to help pay closing costs and down payments required by the primary mortgage loan.</p>
	<b>Goal Name</b>	<b>Clearance of Spot Slum&amp; Blight</b>
6	<b>Goal Description</b>	<p>A program to remove vacant, substandard structures that create a safety hazard, lower property values, and create an attractive nuisance. No new funding is being provided.</p>
	<b>Goal Name</b>	<b>Land Acquisition for Affordable Housing</b>
7	<b>Goal Description</b>	<p>No new funds were allocated for this goal in PY 2016 as the City is focusing on housing rehabilitation.</p>



**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):**

The City anticipates providing new access to affordable housing through its First Time Homebuyer Program. The City anticipates assisting 3 moderate income (60 to 80% LMI) households.

Rental assistance is being provided to individuals and families transitioning from the Family Violence Shelter through a new program that will pay the first month's rent in full and one-half of the second month's rent for approximately 6 households that are expected to be extremely low-income (30% LMI or less).





## 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. During their Budget Policy Workshop sessions, Council established a new budgeting policy that restricts funding for any individual program to no more than one city funding source. Agencies are permitted to submit applications for multiple programs using any combination of the three funding sources.

This policy was established after the completion of the application periods for CDBG and Human Services Programs, resulting in applications being submitted for both Human Services and CDBG funding for the operation of the Family Violence Shelter and the CASA child advocacy program. In PY 2015 these programs received funds from both funding sources. The Advisory Board and City Staff sought guidance from HUD on eligibility issues that might arise if the City discontinued Human Services funding, using only CDBG funding, in order to conform to the budget policy. There was concern that this could be construed as CDBG funds supplanting City funds previously provided. After considerable discussion with HUD, the final guidance was that: *The City can provide CDBG funds at the same level as was funded in 2015, even if the organizations do not receive Human Services funding in 2016. Both non-profits must provide the same level of services as was reported last year with the CDBG funds, they can't decrease their level of service.* 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.

**Table 8 – Project Information**

Sort #	IDIS #	Project Name / Funding Year	Amount Allocated
1		2016 - CASA Child Advocacy Program	\$29,810
2		2016 - Hays-Caldwell Women’s Center Family Violence Shelter	\$25,000
3		2016 – Hays-Caldwell Women’s Center Transitional Rental Assistance	\$8,000
4		2016 – City Recreation Fee Scholarship Program	\$10,500
5		2016 – Southside Community Center Housing Rehab	\$114,000
6		2016 – St. Bernard Projects – Flood Housing Rehab	\$211,104
7		2016 – First Time Homebuyer Program	\$23,750
8		2016 – Program Administration	\$105,000
9	397	2015 – Dunbar Park Improvements	\$242,117
10	382	2014 – Veterans Park Improvements with Skate Feature	\$226,866



## **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 2016, including two owner-occupied housing rehab programs, adding funding to the First Time Homebuyer Program, and providing one and one-half months rental assistance for persons transitioning from the local family violence shelter. Due to ever-increasing costs, the City has chosen to fund program administration at the full 20% maximum and is funding all four applications that were received for public service projects.

## **Projects**

### **AP-38 Projects Summary**

#### **Project Summary Information**

##### **Project 1. CASA Child Advocacy Program 2016**

**Goal Supported:** Public Services

**Needs Addressed:** Public Services

**CDBG Funding:** \$29,810

**Target Completion Date:** 9/30/2017

**Location Description:** All children will be San Marcos residents. The office address of CASA is 111 E. San Antonio, Suite 201, San Marcos, Texas

**Estimated/Type Beneficiaries:** The beneficiaries will be San Marcos children who are considered Limited Clientele – Presumed under the abused/neglected children category. It is estimated that 76 individual clients will be assisted.

#### **Project Description:**

CASA volunteers serve as Guardians Ad Litem to represent the child's best interest and are present at every court session and attend meetings with CPS, treatment centers, foster placement agencies, and schools. CASA makes recommendations on actions needed to protect the children, to provide for their medical, educational, and therapeutic care, and works to find safe and permanent homes for the children. No fees are charged to the clients.

**Planned Activities:** The CDBG funds will be used for operating expenses, specifically salaries and fringe benefits for staff that serve clients in San Marcos. Funding is on a reimbursement basis.



## **Project 2. Family Violence Shelter – Hays Caldwell Women’s Center - 2016**

**Goal Supported:** Public Services

**Needs Addressed:** Public Services

**CDBG Funding:** \$25,000

**Target Completion Date:** 9/30/2017

**Location Description:** The shelter is located in San Marcos. Due to the specific nature of this project, the street address is not included in this document.

**Estimated/Type Beneficiaries:** It is estimated that 162 women, children, and men will be served during program year 2016. All will be in the “presumed” Limited Clientele classification.

### **Project Description:**

Program support for the Hays Caldwell Women’s Center for the operation of a family violence shelter. The funds are used to reimburse salaries and benefits for the staff who work in the shelter.

### **Planned Activities:**

The shelter provides direct services for victims of family violence. Services include shelter, personal and legal advocacy, individual counseling, support groups, plus counseling and activities for children.

## **Project 3. Transitional Rental Assistance – Hays Caldwell Women’s Center - 2016**

**Goal Supported:** Public Services

**Needs Addressed:** Public Services

**CDBG Funding:** \$8,000

**Target Completion Date:** 9/30/2017

**Location Description:** The office is located in San Marcos. Rental units will be in San Marcos.

**Estimated/Type Beneficiaries:** It is estimated that 6 households will be served during program year 2016. All will be in the “presumed” Limited Clientele classification.

**Project Description:** Individuals and families who are leaving the Family Violence Shelter usually have limited funds to use in establishing a new household, separate from their abuser. It is not unusual for a renter to be required to pay a deposit equal to one month’s rent (or more) in addition to paying the first month’s rent. There are also often utility deposits required to move into a new dwelling. This program will allow HCWC to pay the first month and one-half of the second month’s rent for an approved person. The rental unit must be located within the San Marcos city limits. The beneficiary is responsible for all deposits. Payments are made directly to the landlord.

**Planned Activities:** Rent payments to assist clients transitioning out of the shelter.



#### **Project 4. Recreation Program Fee Scholarships - 2016**

**Goal Supported:** Public Services

**Needs Addressed:** Public Services

**CDBG Funding:** \$10,500

**Target Completion Date:** 9/30/2017

**Location Description:** The programs are carried out in a variety of City venues, but the office is located at 401 E. Hopkins Street, San Marcos

**Estimated/Type Beneficiaries:** All beneficiaries will be residents of San Marcos or students at a public school located in San Marcos who have a household income of 80% LMI or lower. The City collaborates with the Public Housing Authority to ensure their youth have an opportunity to participate in this scholarship program. It is estimated that 115 children will receive scholarships.

**Project Description:**

This is an activity sponsored by the City's Recreation Division that provides scholarships to low/mod income San Marcos youth in an amount up to \$150 per child. The scholarship pays 50% of the registration fees for any of the programs offered by the City including team sports, Summer Fun, and a number of other programs and camps. The City will set aside enough funds to ensure that up to 25 children who are residents of public housing can receive a full scholarship to the 8-week Summer Fun program.

**Planned Activities:**

All funds will be used to reduce the cost of registration fees for eligible youth.

#### **Project 5. Southside Community Center Housing Rehabilitation Program-2016**

**Goal Supported:** Owner Occupied Housing Rehab **Needs Addressed:** Affordable Housing

**CDBG Funding:** \$114,000

**Target Completion Date:** 12/30/2017

**Location Description:** All locations will be inside the City of San Marcos city limits. Individual sites will be identified once applications have been accepted and the recipients qualified.

**Estimated/Type Beneficiaries:** Seven families will be assisted. All will have an annual income of less than 80% AMI; it is estimated that 3 will be extremely low income; 3 are estimated to be low income and 1 is estimated to be moderate-income. Typically, at least 4 of the families assisted will have an elderly head of household and 3 families will include a person with a disability.

**Project Description:** The rehabilitation of seven owner-occupied, low-to-moderate income single-family residences.



**Planned Activities:**

Completion of the environmental review by City staff; testing each home for lead-paint hazards, performing interim controls when necessary to remove lead hazards, and performing housing rehabilitation activities. Each house is evaluated and the scope of work is established based on the needs of the family, the available budget, and the condition of the structure. Southside uses a combination of church youth group volunteers and construction professionals to complete the rehabilitation activities. Typical rehabilitation categories include painting; replacing damaged exterior siding or trim; repairing/replacing damaged roofs, sheetrock, cabinets; making accessibility improvements; and repairing/updating plumbing or electrical systems.

**Project 6. St. Bernard Project (SBP) – Housing Rehabilitation Program -2016**

**Goal Supported:** Owner Occupied Housing Rehab **Needs Addressed:** Affordable Housing

**CDBG Funding:** \$211,104

**Target Completion Date:** 9/30/2017

**Location Description:** All locations will be inside the San Marcos city limits. Individual sites will be identified once applications have been accepted and the recipients qualified.

**Estimated/Type Beneficiaries:** 8 families will be assisted. All will have an annual income of less than 80% AMI.

**Project Description:** The rehabilitation of owner-occupied, low-to-moderate income single-family residences that have unmet housing needs from one or both of the 2015 flood disasters

**Planned Activities:**

Completion of the environmental review by City staff; testing each home for lead-paint hazards, performing the appropriate level of remediation when necessary to remove lead hazards, and performing housing rehabilitation activities. Each house is evaluated and the scope of work is established based on the needs of the family, the available budget, and the condition of the structure. St. Bernard will use Americorp volunteers along with construction professionals to complete the rehabilitation activities. Typical rehabilitation categories include painting; replacing damaged exterior siding or trim; repairing/replacing damaged roofs, sheetrock, cabinets; making accessibility improvements; and repairing/updating plumbing or electrical systems.

**Project 7. First Time Homebuyer Program - 2016**

**Goal Supported:** First Time Homebuyer Program **Needs Addressed:** Affordable Housing

**CDBG Funding:** \$23,750\*

**Target Completion Date:** 12/30/2017

*(\*includes an estimated \$2,000 in Program Income from recaptured funds)*



**Location Description:** All sites are located inside the City of San Marcos.

**Estimated/Type Beneficiaries:** It is estimated that three households with an annual income below 80% of the Area Median Income will be assisted with this program.

**Project Description:**

Direct homebuyer assistance with loans for closing costs and down payment assistance. This program provides loans up to \$7,000 per homebuyer to pay up to 50% of the required down payment and up to 100% of the reasonable closing costs and prepaid items. Loans are in the form of a 5-year, zero interest, forgivable loan. This is a revolving loan program; any proceeds from recaptured funds are returned to the program to fund additional loans. Flood insurance is required for any homes located in a 100 year flood zone.

**Planned Activities:**

Completion of an environmental review, completion of a HQS inspection; completion of eligibility review for the applicant and the home, and preparation of loan documents.

**Project 8. Program Administration - 2016**

**Goal Supported:** Program Administration

**Needs Addressed:** Program Administration

**CDBG Funding:** \$105,000

**Target Completion Date:** 12/30/2017

**Location Description:** 630 East Hopkins, San Marcos Texas

**Estimated/Type Beneficiaries:** N/A

**Project Description:**

Funding for the management and oversight of the CDBG grant program.

**Planned Activities:**

Administrative activities include preparation of all environmental reviews, publication of required notices, monitoring program subrecipients, monitoring for Davis Bacon and Related Acts compliance; monitoring for lead hazard compliance, providing a Subrecipient Training workshop and ongoing technical assistance as needed, furthering fair housing, and other activities that ensure compliance with all program requirements.

**Goal Project 9. Dunbar Park Improvements - 2015**

**Supported:** Parks, Sidewalks and Public Facilities

**Needs Addressed:** Public Facilities, Infrastructure, and Transportation



**CDBG Funding:** \$242,117

**Target Completion Date:** 12/29/2017

**Location Description:** Dunbar Park is located at 801 West MLK Drive, San Marcos Texas

**Estimated/Type Beneficiaries:** This is an area benefit project. The total population of the service area is 2, 225 with a low/mod percentage of 66.96%.

**Project Description:**

Installation of updates and improvements to an existing neighborhood park.

**Planned Activities:**

The activities will include completion of an environmental review, procurement of a design professional, and construction/installation of a number of improvements. Improvements are expected to include perimeter fencing and sidewalks, interior sidewalks to provide accessibility, adding a pavilion and seating, lighting, and updating the basketball court. Other small amenities such as bike racks will also be included. If funds are available, a small skate feature will be added.

**Project 10. Veteran's Park Improvements - 2014**

**Goal Supported:** Parks, Sidewalks, and Public

**Needs Addressed:** Public Facilities, Infrastructure, and Transportation

**CDBG Funding:** \$226,866

**Target Completion Date:** 4/28/2017

**Location Description:** 320 Mariposa Street, San Marcos Texas

**Estimated/Type Beneficiaries:** This is an area benefit project that serves a population that is 68.68% low/mod. The total population of the census block group is 1,325

**Project Description:**

Improvements to an existing neighborhood park. This is a program carried forward from the 2014 Action Plan.

**Planned Activities:**

Completion of an environmental review, procurement of a design professional, installation of improvements such as perimeter fencing and sidewalks, interior sidewalks to provide accessibility, a playscape, seating, a walking trail, lighting and other park amenities. A small skate feature to complement the existing skate structure will be include in the project.



## **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.

In the 2016 Action Plan, a housing rehab program was funded that will provide assistance to low/mod homeowners who received flood damage during one or both of the 2015 flood events. This activity will be primarily in census tract 103.

### **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 provides assistance to first-time homebuyers through a 5-year forgivable loan program for down-payment and closing cost assistance. The City helps maintain the value of existing housing through its housing rehabilitation program. 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 3 of the beneficiaries assisted through the housing rehabilitation program will include a person with a special need.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	18
Special-Needs	3
Total	

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	6
The Production of New Units	0
Rehab of Existing Units	15
Acquisition of Existing Units	0
Total	21

Table 12 - One Year Goals for Affordable Housing by Support Type

#### Discussion

The City has focused its 2016 funds on housing programs:

(a) Southside’s program helps 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.

(b) St. Bernard’s program helps low/mod property owners whose home received damage in one or both of the 2015 flood disasters be able to safely return or fully inhabit their home.



(c) The City will continue to provide homebuyer assistance in the form of down payment and closing cost zero-interest, forgivable loans.

(d) Hays Caldwell Women's Center will help persons transitioning from their family violence shelter into San Marcos rental units by paying their first month's full rent and ½ of the second month.

Habitat for Humanity did not request any acquisition funds this year as they have purchased three lots through a private grant on which they will construct 3 homes over the next two years. The City will assist this endeavor by using its demolition program to remove the unsafe structures now located on the property to allow it to be redeveloped.



## **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.

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

The greatest need of the public housing program in 2016 remains completion of the renovation of the units that were flooded in the C M Allen housing complex. As of the end of June, 54 of the 100 units have been restored, allowing displaced residents an opportunity to return. The City waived permitting fees for this rehab work.

The City has appointed a stakeholders task force to help determine the City's unmet needs from the flood disaster as part of the Disaster Recovery Action Plan process. The executive director of the housing authority is one of the Task Force members. The unmet needs of the Housing Authority will be one of the items considered during the Action Plan process.

The Children and Youth Commission awarded three grants to the San Marcos Housing Authority in calendar year 2016.

### **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, including the City's First Time Homebuyer Program, 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 PHA is NOT designated as troubled.



## **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 2016 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 Family Violence Shelter 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 addressing this unmet need by providing funding to the Hays Caldwell Women's Center to support a public service program that helps persons transitioning from the family violence shelter into rental housing. This program will assist their clients by paying the first month's rent in full and ½ of the second month's rent. The City is providing \$8,000 in the 2016 Action Plan for this program.



**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 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. All local resources were further stressed by the needs of those who had flood damage during 2015.

**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 2016 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 subrecipient 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**

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's 2013 Analysis of Impediments to Fair Housing Choice did not identify any barriers to affordable housing resulting from the public policies of the City. 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 2016 the City's Development Code update will be completed and adopted. Once this occurs, the City will strive 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.

**Discussion:** 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.



## **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.

#### **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.





The First-Time Homebuyer program applicants receive a copy of the "Protect your Family from Lead in Your Home" booklet. Houses constructed before 1978 must pass a lead hazard evaluation and inspection prior to loan closing.

The City's homebuyer education program includes a section on Lead paint hazards.

### **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 will allocate more than \$500,000 in grant awards from the general fund budget to support local social service agencies, including the Public Housing Family Self Sufficiency Program. The City will work with local lenders, developers, Realtors, and the PHA Residents Opportunities and Self Sufficiency Program to promote the First Time Homebuyer program.



## Program Specific Requirements

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

#### Introduction

As of August 8th, the City has recaptured \$1,444.36 from a First-Time Homebuyer Loan. These funds will be drawn first when the next new homebuyer loan has been funded. It is probable by the time this Action Plan becomes effective, that the program income shown below will have been drawn.

#### 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	\$1,444.36
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>\$1,444.36</b>

#### Other CDBG Requirements

1. The amount of urgent need activities <b>using CDBG funds</b>	0
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Estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income: 90%.

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: 2016

#### Discussion

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.



The City's First Time Homebuyer program is established as a 5-year, forgivable, revolving loan program. No monthly loan repayments are made. However, if a homeowner does not complete the requirements of the five-year affordability period, the City will recapture the "unforgiven" portion of the homebuyer loan. Typically the City has received no more than \$3,200 from these recaptured funds in any program year – the City has estimated receipt of \$2,000 in this action Plan.