

**June 24, 2021**

**Item No. 9.2.**

**FY2022 (PY2021) Annual Action Plan and Community Development Budget**

**Sponsor:** Debbie Eller, Director of Community Services

**Reviewed By CBC:** City Council

**Agenda Caption:** Public Hearing, presentation, discussion, and possible action regarding the proposed FY 2022 (PY 2021) Annual Action Plan and Community Development Budget.

**Relationship to Strategic Goals:**

Core Services & Infrastructure, Neighborhood Integrity, Diverse & Growing Economy

**Recommendation(s):** Staff recommends Council receive a presentation regarding the proposed FY 2022 (PY 2021) Annual Action Plan and Community Development Budget and provide guidance and feedback.

**Summary:** Community development programming for the City of College Station is currently directed by the 2020 - 2024 Consolidated Plan. The U. S. Department of Housing and Urban Development requires each grantee develop a Consolidated plan that includes a community needs assessment, housing market analysis, housing conditions analysis, and specific goals and objectives to establish a unified vision for actions that will be carried out for the next five years.

Each year the City is required to submit to a one-year Annual Action Plan describing projects, activities, and budget to be funded with the community development grants received. Annual Action Plan activities must correspond to the 5-Year Consolidated Plan. The total grant funds available next year is \$1,448,329 in Community Development Block Grant (CDBG) funds and \$595,662 in HOME Investment Partnership Program Grant (HOME) funds. These amounts include carry-over funds from previous years and new year allocation amounts of \$1,219,430 in CDBG and \$480,625 in HOME funding.

CDBG and HOME funds may only be used to: (1) benefit low- and moderate-income persons; (2) aid in the elimination of slum and blighting influences; and/or (3) meet an urgent community need. Further, CDBG funds may be used to meet local needs through a wide range of community development activities, while HOME funds may only be used for affordable housing activities.

The Consolidated Plan, Annual Action Plan, and budget must be delivered to HUD no later than August 16, 2021. Therefore, this information is presented prior to Council's consideration of the overall City budget. Adoption of the Plan by resolution also establishes a Community Development Program as defined by the Texas Local Government Code and provides authority for the City Manager to sign all required applications, certifications, evaluations, and other forms required by U. S. Department of Housing and Urban Development for all Community Planning and Development Grant Programs for the Program Year 2021 on behalf of the City of College Station.

Staff will return to Council at the July 22 meeting to make available the final drafts of the plans and budget and to request adoption.

Historically, the City has utilized these funds for a variety of programs and activities, including: affordable housing assistance programs (homebuyer assistance, security deposit assistance, rehabilitation, new construction, and minor repair); funding for direct services to low-income families through non-profit programs; demolition; economic development, infrastructure improvements to parks, streets, grant administration, and public facilities in areas within the city that are primarily low-to-moderate-income areas of the city.

To better address Economic Development needs identified, staff proposes the development of a Façade Improvement Program to assist College Station businesses. If adopted as part of the Annual Action Plan goals, staff will work to develop guidelines for Council consideration at a later date.

**Budget & Financial Summary:** FY2022 Community Development Budget:

CDBG: \$1,448,329

HOME: \$595,662

**Attachments:**

1. Attachment 1 - FY 2022 Proposed Community Development Budget
2. Attachment 2 - FY 2022 Plan Development Process Summary
3. Attachment 3 - FY 2020 CDBG Public Service Funding
4. Attachment 4 - 2020-2024 Community Development Goals
5. Attachment 5 - 2021 Income Limits
6. Attachment 6 - Map of LMI Income Areas
7. Attachment 7 - Community Development Project Descriptions

**Attachment 1: FY 2022 Proposed Community Development Budget**

<b>PROJECT</b>	<b>CDBG &amp; HOME CARRY-OVER</b>	<b>CDBG &amp; HOME NEW ALLOCATIONS</b>	<b>CDBG &amp; HOME TOTAL PROPOSED</b>
<b>Owner-Occupied Rehabilitation (Minor Repair &amp; Owner-Occupied Rehab)</b>	\$0	\$75,000	<b>\$75,000</b>
<b>Rehabilitation Administration</b>	\$1,333	\$45,000	<b>\$46,333</b>
<b>Demolition</b>	\$10,000	\$30,000	<b>\$40,000</b>
<b>Acquisition/Rehabilitation</b>	\$40,150	\$70,000	<b>\$110,150</b>
<b>Acquisition/New Construction (Habitat for Humanity)</b>	\$32,089	\$0	<b>\$32,089</b>
<b>Rental Rehabilitation (LULAC Oak Hill)</b>	\$0	\$50,000	<b>\$50,000</b>
<b>Homebuyer Assistance</b>	\$19,078	\$350,469 \$33,710**	<b>\$403,257</b>
<b>CHDO (Elder Aid</b>	\$0	\$72,094	<b>\$72,094</b>
<b>Tenant Based Rental Assistance – Deposits</b>	\$12,625	\$10,000	<b>\$22,625</b>
<b>Public Service Agency (See Attachment 3)</b>	\$134,053*	\$169,600	<b>\$303,653</b>
<b>Public Facility</b>	\$0	\$322,630	<b>\$322,630</b>
<b>Economic Development</b>	\$11,274	\$213,314	<b>\$224,588</b>
<b>Grant Administration</b>	\$49,624	\$291,948	<b>\$341,572</b>
<b>Recaptured Funds/ Program Income</b>		<b>CDBG HOME</b>	<b>\$0 \$33,710**</b>
<b>Total Community Development Budget</b>			<b>\$2,043,991</b>

\*Carry-over funds represent 4<sup>th</sup> quarter Public Services Agency payments for FY 2021

\*\*FY2021 payments from Reconstruction loan and Homebuyer Recaptured Funds to be utilized for Homebuyer Assistance

**Attachment 2: Annual Action Plan and Budget Development Process  
Summary, FY 2022**

<b>Event</b>	<b>Date</b>
Community Needs Survey	Feb. & Mar.
Pre-proposal workshop for agencies 11, 2021	Feb.
JRFRC proposals due 10, 2021	Mar.
Virtual Public hearing on Annual Action Plan and Budget Mar. 23, 2021	
JRFRC Meetings through Zoom 01, 2021	Apr.
2021	Apr. 08,
2021	Apr. 15,
2021	Apr. 22,
2021	Apr. 29,
2021	May 20,
JRFRC Vendor Selection 2021	May 21,
Public Notice 2021	June 10,
30-Day Public Comment Period begins 16, 2021	June
First presentation of Consolidated Plan and Budget to City Council 24, 2021	June
Public hearing regarding Proposed PY2021 (FY2022) Annual Action Plan, and July 06, 2021 Community Development Budget at the Lincoln Recreation Center	

30-Day Public Comment Period ends  
15, 2021

July

Request council approval by consent agenda of  
July 22, 2021 PY2021 (FY2022) Annual Action Plan, and FY2022  
Community  
Development Budget

Due to HUD no later than  
2021

Aug. 16,

**Attachment 3: FY 2022 CDBG Public Service Funding Summary & Recommendations**

Agency	Program	Requested	Recommended Funding	Funded Items	Client #'s /Cost per Client	Funding City
<b>A Home Base for Transitioning Foster Youth dba Unlimited Potential, Inc.</b>	Unlimited Potential	\$35,000	<b>\$35,000</b>	Salary for Youth Self- Sufficiency Specialist	35 \$1,000	CS
<b>Brazos Maternal &amp; Child Health Clinic, Inc.</b>	The Prenatal Clinic	\$35,000	<b>\$35,000</b>	Medical Items & Testing Nurse Practitioner Salary	500 \$70.00	CS
<b>Big Brothers Big Sisters of the Brazos Valley</b>	Workplace Mentoring Program	\$35,000	<b>\$35,000</b>	¾ Staff Position Program Coordinator	205 \$170.73	CS
<b>Mental Health Mental Retardation Authority of Brazos Valley</b>	Mary Lake Peer Support Center	\$35,000	<b>\$35,000</b>	Therapist Tech Salary, Utilities, Cell Phone, Auto Maintenance	63 \$555.55	CS
<b>Family Promise of Bryan-College Station</b>	Counseling and Case Management	\$35,000	<b>\$35,000</b>	Case Manager Salary	155 \$225.81	CS – \$10,975 Bryan - \$24,025
<b>Catholic Charities of Central Texas</b>	BV Financial Stability Program	\$35,000	<b>\$35,000</b>	Direct Client Assistance	336 \$104.16	Bryan
<b>Unity Partners dba Project Unity</b>	Poverty Reduction Initiative	\$35,000	<b>\$35,000</b>	Family Support Facilitator	450 \$77.77	Bryan
<b>City of College Station Lincoln Recreation Center</b>	Summer Program	\$18,625	<b>\$18,625</b>	Staff & program expenses	140 \$133.04	CS
<b>Additional Funding: College Station Police Department</b>	Back to School Rally at the Lincoln Recreation Center	\$5,000	<b>CDBG Admin Funds \$5,000</b>	Supplies for rally	City-wide	CS
<b>Twin City Mission, Inc.</b>	Case Manager/Client Assistance Program	Withdrew Application	<b>\$0</b>	Case Manager, Client Assistance		CS
<b>Total</b>			<b>College Station: \$169,600 + \$5,000 in Admin Funds</b>		<b>Bryan: \$94,025</b>	



## Attachment 4: PY 2020-2024 Community Development Goals

### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Rental Housing - Rehabilitation	2020	2024	Affordable Housing	City-wide	Rental Housing Special Needs	CDBG: \$1,000,000 HOME: \$575,000	Rental units Acquired and Rehabilitated: 20 Household Housing Unit
2	Rental Housing - Construction	2020	2024	Affordable Housing	City-wide	Rental Housing Special Needs	HOME: \$500,000	Rental units constructed: 10 Household Housing Unit
3	Owner Housing - Rehabilitation/Reconstruction	2020	2024	Affordable Housing	City-wide	Owner-Occupied Housing	CDBG: \$500,000 HOME: \$250,000	Homeowner Housing Rehabilitated: 15 Household Housing Unit
4	Owner Housing - Demolition	2020	2024	Affordable Housing Non-Housing Community Development	City-wide	Owner-Occupied Housing Public Facilities & Infrastructure	CDBG: \$125,000	Buildings Demolished: 4 Buildings
5	Homeownership - Down Payment Assistance	2020	2024	Affordable Housing	City-wide	Homeownership	HOME: \$1,000,000	Direct Financial Assistance to Homebuyers: 25 Households Assisted
6	Homeownership - Financial Literacy	2020	2024	Affordable Housing	City-wide	Homeownership		Other: 375 Other



Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	Homeownership - Construction	2020	2024	Affordable Housing	City-wide	Owner-Occupied Housing Homeownership	CDBG: \$500,000	Homeowner Housing Added: 4 Household Housing Unit
8	Homelessness - TBRA Security Deposits	2020	2024	Homeless	City-wide	Rental Housing Homelessness Special Needs	HOME: \$175,000	Tenant-based rental assistance / Rapid Rehousing: 375 Households Assisted
9	Homelessness - Outreach and Assessment	2020	2024	Homeless Non-Homeless Special Needs Non-Housing Community Development	City-wide	Homelessness Special Needs Public Services	CDBG: \$50,000	Other: 20 Other
10	Homelessness - Services	2020	2024	Homeless	City-wide	Homelessness Public Services	CDBG: \$100,000	Public service activities other than Low/Moderate Income Housing Benefit: 1200 Persons Assisted
11	Special Needs - Services	2020	2024	Non-Homeless Special Needs	City-wide	Special Needs Public Services	CDBG: \$100,000	Public service activities other than Low/Moderate Income Housing Benefit: 1100 Persons Assisted
12	Public Services	2020	2024	Non-Housing Community Development	City-wide	Public Services	CDBG: \$625,000	Public service activities other than Low/Moderate Income Housing Benefit: 10,000 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
13	Public Facilities	2020	2024	Non-Housing Community Development	City-wide	Public Facilities & Infrastructure	CDBG: \$1,500,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 10,000 Persons Assisted
14	Economic Development – Business & Job Development	2020	2024	Non-Housing Community Development	City-wide	Economic Development	CDBG: \$500,000	Jobs created/retained: 25 Jobs
15	Disaster Response	2020	2024	Rental Housing Special Needs Public Services Economic Development Program Administration and Compliance Homelessness	City-wide	Homelessness Special Needs Public Services	\$500,000	Public service activities other than Low/Moderate Income Housing Benefit: 600 Persons Assisted

### Goal Descriptions

1	<b>Goal Name</b>	Rental Housing - Rehabilitation
	<b>Goal Description</b>	Encourage and facilitate the rehabilitation of rental units.

2	<b>Goal Name</b>	Rental Housing - Construction
	<b>Goal Description</b>	Encourage and facilitate the construction of new affordable rental units through nonprofit or for-profit partners. Additional sources of funds include tax credits through the State of Texas and private funds.
3	<b>Goal Name</b>	Owner Housing - Rehabilitation/Reconstruction
	<b>Goal Description</b>	Encourage and facilitate maintenance of residential units by low- and moderate-income homeowners through minor repair grants (CDBG) and residential rehabilitation or reconstruction loans (HOME).
4	<b>Goal Name</b>	Owner Housing - Demolition
	<b>Goal Description</b>	Encourage and facilitate the removal of dilapidated residential structures and/or address community emergencies.
5	<b>Goal Name</b>	Homeownership - Down Payment Assistance
	<b>Goal Description</b>	Encourage and support programs and projects that provide financial assistance to low- and moderate-income households purchasing existing or new affordable homes.
6	<b>Goal Name</b>	Homeownership - Financial Literacy
	<b>Goal Description</b>	Encourage and support programs and projects that provide education and counseling to lower-income homeowners and prospective homebuyers.

7	<b>Goal Name</b>	Homeownership - Construction
	<b>Goal Description</b>	Encourage and support programs and projects that construct new housing units for low-and moderate-income homebuyers.
8	<b>Goal Name</b>	Homelessness - TBRA Security Deposits
	<b>Goal Description</b>	Preventing homelessness through the provision of assistance for low-income households to secure and sustain safe, decent affordable housing. This is a coordinated effort among affordable housing providers and the City to provide security deposit assistance to eligible households.
9	<b>Goal Name</b>	Homelessness - Outreach and Assessment
	<b>Goal Description</b>	Fostering coordination, collaboration, and increased resources to assess community needs, available services, and service gaps. This information may be used to target and improve service provision.
10	<b>Goal Name</b>	Homelessness - Services
	<b>Goal Description</b>	Assist homeless persons in meeting health and human service needs; provide training and counseling opportunities to help with the transition to self-sufficiency. This goal will be met through public service provision.
11	<b>Goal Name</b>	Special Needs - Services
	<b>Goal Description</b>	Encourage and facilitate organizations that provide social and/or housing services to special needs populations.

1 2	<b>Goal Name</b>	Public Services
	<b>Goal Description</b>	Encourage and support nonprofit providers of homeless/AIDS patient programs, senior services, services for persons with disabilities, legal services, youth services, transportation services, substance abuse services, services for victims of domestic violence, employment training, crime awareness, fair housing, tenant/landlord counseling, child care services, health services, abused and neglected children services, mental health services, screening for lead based paint/lead hazards, subsistence payments, homebuyer downpayment assistance, rental housing subsidies, security deposits, housing counseling, neighborhood clean-ups, food banks, housing information and referral, housing counseling to support homebuyer downpayment assistance, or other public services to deliver programs to low- and moderate-income families and individuals.
1 3	<b>Goal Name</b>	Public Facilities
	<b>Goal Description</b>	Rehabilitation and expansion of street infrastructure, sidewalks, other infrastructure, including water and sewer lines and flood drain improvements, or park facilities including green space, neighborhood parks, and recreation facilities in primarily low- to moderate-income areas.
1 4	<b>Goal Name</b>	Economic Development – Business & Job Development
	<b>Goal Description</b>	Rehabilitate and/or develop new spaces for businesses to better realize job creation or support and expand community-wide training and employment activities targeting low-and moderate-income households.
1 5	<b>Goal Name</b>	Disaster Response
		Addressing the needs of families and individuals affected by the response or effect of a local, state, or federal disaster declaration, such as a pandemic or natural disaster.

**Attachment 5: 2021 Median Income Limits**

**2021 MEDIAN INCOME LIMITS  
City of College Station  
Community Development**

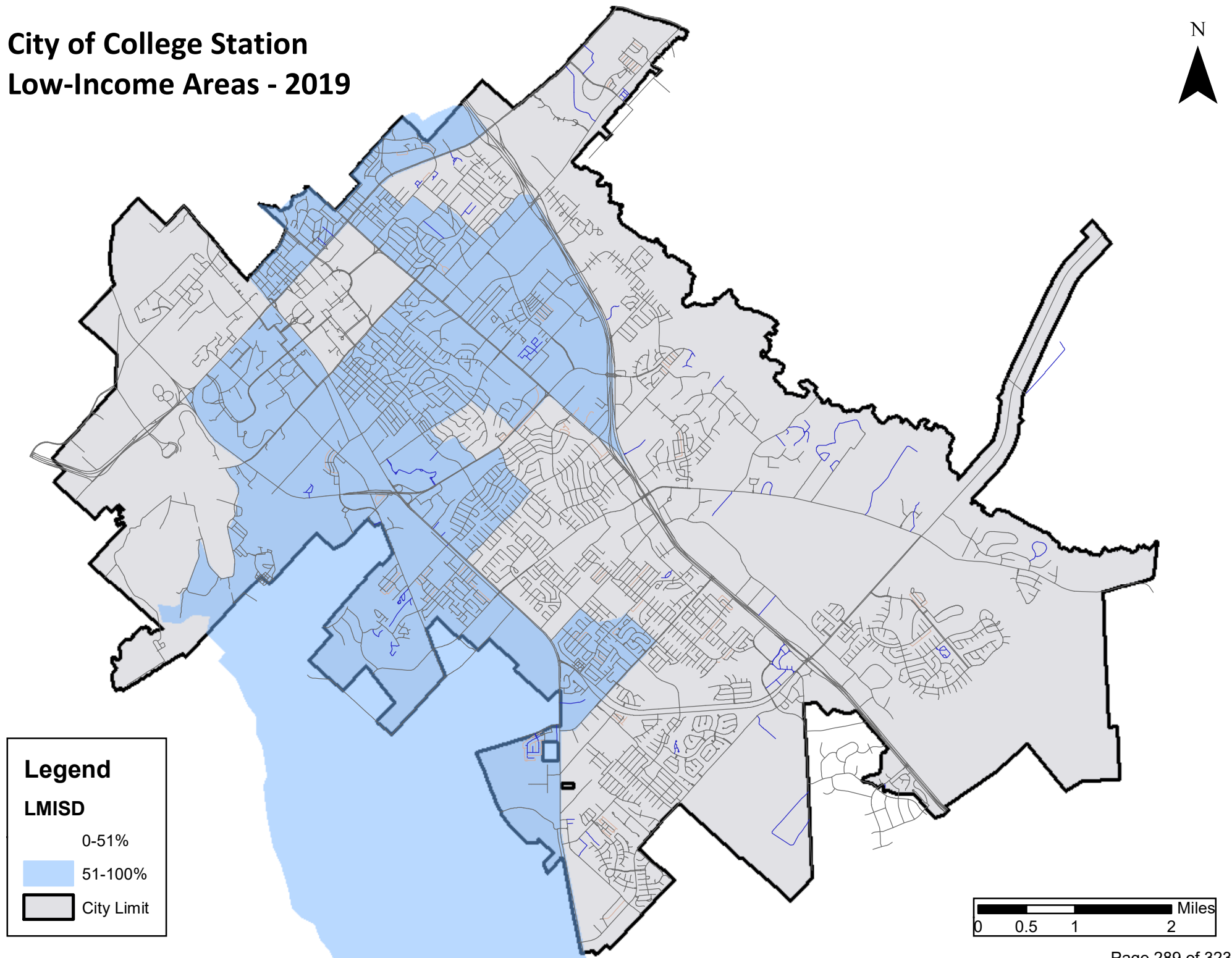
This list supersedes all other lists of prior dates.

Household	60%	80%
1	\$28,920	\$38,550
2	\$33,060	\$44,050
3	\$37,200	\$49,550
4	\$41,280	\$55,050
5	\$44,640	\$59,500
6	\$47,940	\$63,900
7	\$51,240	\$68,300
8	\$54,540	\$72,700

The left column (Household) refers to the number of people in the home. The two columns on the right refer to the maximum combined income allowed per year by HUD guidelines in order to qualify for a Community Development program at 60% and 80% of the Area Median Income (AMI). Effective 6/1/2021

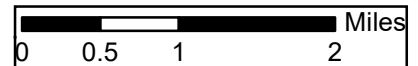
Source: [Income Limits | HUD USER](#)

# City of College Station Low-Income Areas - 2019



## Legend

- LMISD**
- 0-51%
  - 51-100%
  - City Limit



## **Attachment 8: Community Development Project Descriptions**

### **Owner-Occupied Housing Assistance**

HOME and CDBG funds will be used for housing rehabilitation, minor repairs, weatherization, home security, and reconstruction for low-moderate income homeowners; the removal of architectural barriers; and the inspection, testing and abatement of lead hazards. Funds will also be used for program delivery costs including staff salaries and benefits.

### **Acquisition/Rehabilitation:**

CDBG and HOME funds may be used to support the acquisition of property for the development of affordable housing units for sale or rent by income-eligible and otherwise qualified households. This can include vacant land for new construction, or existing housing units, often combined with rehabilitation.

### **Demolition:**

CDBG funds will be used for clearance, demolition, and removal of dilapidated structures that have been deemed uninhabitable in accordance with City codes, including the movement of structure to other sites. Funds will also be used for program delivery costs including staff salaries and benefits.

### **Homebuyer Assistance:**

Down payment and closing cost assistance provided to eligible, qualified homebuyers through deferred no interest loans, which include a shared equity component, with HOME funds.

### **Community Housing Development Organization:**

HOME funds will be made available to an eligible CHDO for the acquisition, development and construction of affordable housing units or the rehabilitation of existing housing units.

### **New Construction:**

#### **Leveraged Development and Non-Profit Partners:**

HOME funds will be used to facilitate the development of new affordable housing or the renovation of existing housing for low-income residents. Activities may include the acquisition of land, soft costs, or construction of single-family or multi-family units.

### **Rental Rehabilitation:**

HOME funds will be matched with private funds to rehabilitate rental properties that will maintain affordable rents for low-income households for a specified period of time following the completion of the project. Projects will be selected based on the following priorities: bringing the unit up to City Codes and HUD standards, upgrade systems, energy conservation upgrades, exterior repairs, and other upgrades that increase marketability.

### **Tenant Based Rental Assistance:**



Using HOME funds, CD staff will administer a security deposit assistance program for low income individuals and families who will reside in housing units located in a HTC property located in College Station. Current properties include The Haven Apartments, The Heritage at Dartmouth, and Santour Court. Other eligible properties include Terrace Pines Apartments and Villas of Rock Prairie. CD staff will work with the Housing Choice Voucher Program to provide security deposit assistance to qualified voucher holders securing housing in College Station. CD Staff will also work with BVCAP, Twin City Mission, and Family Promise, which offers affordable rental units to lower-income households in College Station or assists homeless individual and families to secure housing.

**Public Services:**

15% of the City's CDBG fund allocation will be used in partnership with CDBG funds from the City of Bryan to fund non-profit social service agencies in the community. The Joint Relief Funding Review Committee, a Citizen Committee comprised of three members from the City of College Station and three from the City of Bryan, review program proposals from area nonprofits and recommend funding amounts based on their review. Funds are awarded to nonprofit programs who serve primarily low and moderate income residents of College Station and Bryan.

**Public Facility:**

Funds will be used to design, engineer, construct, or rehabilitate streets, sidewalks, parks, water and wastewater utilities, or other infrastructure improvements in College Station.

**Economic Development – Business & Job Development:**

Funds will be utilized in the establishment of a loan program to spur economic development and create or retain jobs for qualified low- and moderate-income persons.

**Program Administration:**

HOME and CDBG funds will be used for management, planning and administration of the City's PY 2021 CDBG, HOME and other eligible grant programs for LMI citizens. Staff will provide capacity building and technical assistance as needed to citizens, builders, developers, and service providers. Funds from the administrative budget are made available to Project Unity to provide planning and reporting support to CD staff and coordinate a variety of community meetings to address the needs of low- and moderate-income residents, available services, and resources among local service providers. The City will utilize administrative funds to provide education to the community regarding Federal Fair Housing laws and affirmatively further fair housing in College Station.