

## CR-05 - Goals and Outcomes

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

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

Due to not meeting the timeliness requirement in Program Year 2018, the City of Tyler took active steps towards meeting timeliness during Program Year 2019. This included doing several different public facilities projects at the same time and monitoring those projects to ensure the timely completion thereof. These public facilities projects included the Emmett J Scott Park rehabilitation, TJ Austin Sidewalk Project, and the Hidden Palace Infrastructure Project.

Emmett J Scott Park is located in the middle of a low-moderate income residential area and was in desperate need of rehabilitation. The Park was rehabilitated over the course of the summer.

The Hidden Palace infrastructure project constructed infrastructure to assist in the construction of a new affordable neighborhood.

Additionally, the City of Tyler staff took steps to demolish the most dangerous substandard structures and execute code enforcement activities to the best of its ability.

Further, the City of Tyler continued its partnership with Habitat for Humanity to administer a Critical Home Repair Program. The Critical Home Repair Program will be renewed in Program Year 2020 and expanded to include a Targeted Home Repair Program to target the area around the City's newest neighborhood, Hidden Palace.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Clearance/Demolition	Housing Community Development	CDBG: \$	Buildings Demolished	Buildings	87	67	77.01%	25	7	28.00%

Clearance/Demolition	Housing Community Development	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	0	602		0	49	
Code Enforcement		CDBG: \$	Other	Other	625	140	22.40%			
Homebuyer	Affordable Housing	CDBG: \$ / HOME: \$53444	Direct Financial Assistance to Homebuyers	Households Assisted	20	18	90.00%	6	0	0.00%
Housing Activity - TBRA	Affordable Housing Homeless	HOME: \$	Homelessness Prevention	Persons Assisted	5	1	20.00%			
Housing Rehabilitation	Minor Repair	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	150	28	18.67%	0	9	
New Construction	Affordable Housing New Construction	HOME: \$	Homeowner Housing Added	Household Housing Unit	15	8	53.33%	3	0	0.00%
PATH - Affordable Housing	Affordable Housing	HOME: \$	Rental units rehabilitated	Household Housing Unit	15	0	0.00%			
Public Facilities	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	10000	8139	81.39%	1694	6555	386.95%

Public Services Activities	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	221		500	0	0.00%
Public Services Activities	Non-Housing Community Development	CDBG: \$	Other	Other	1075	0	0.00%			

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

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

The City of Tyler utilized the majority of its Program Year 2019 and unused previous years' grants to address the construction or rehabilitation of public facilities. The second largest use of funds was the clearance and demolition of substandard structures in low- and moderate- income census tracts. The third largest use of funds was the rehabilitation of owner-occupied residences.

The Program Year 2019 Public Facilities Projects were successful in assisting 6,555 persons. Due to unforeseen weather delays, the Hidden Palace infrastructure project was not completed until the first month of Program Year 2020.

Note that the above does not consider administrative costs.

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

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

91.520(a)

	CDBG	HOME
White	2	0
Black or African American	7	0
Asian	0	0
American Indian or American Native	0	0
Native Hawaiian or Other Pacific Islander	0	0
<b>Total</b>	<b>9</b>	<b>0</b>
Hispanic	2	0
Not Hispanic	7	0

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

### Narrative

The majority of the City's activities meet the low-moderate income area benefit and do not assist individual families. However, the City's Critical Home Repair Program and First Time Home Buyers Programs assist individual families. The racial and ethnic makeup of the individual families assisted is list in the chart above. The income census tracts assisted under the low-moderate area benefit objective (1.00, 2.01, 2.02, 3.00, 4.00, 5.00, 6.00, 7.00, 8.00, and 9.00) are approximately 43.38% of Hispanic origin, 36.49% black or African American, and approximately 19.59% white. The approximately 0.54% remaining of the population in the census tracts is made up of American Indian, Alaska Native, Asian, Native Hawaiian, Other Pacific Islander, other races, or of multiple races.

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

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	2,037,107	1,446,525
HOME	public - federal	347,216	4,499
Other	public - federal	514,341	2,552

**Table 3 - Resources Made Available**

### Narrative

The amounts expended in the above chart show amounts expended during the Program Year, but not necessarily drawn down during the Program Year.

The resources made available include the 2019 CDBG and HOME grants and unused amounts from previous years' CDBG grants.

During Program Year 2019, the City of Tyler expended CDBG funds totaling \$1,446,524.93 from the following grant years: 2014: \$7,894.41, 2015: \$54,021.83, 2016: \$56,050.95, 2017: 225,579.69, 2018: \$591,017.70, and 2019: 509,408.46.

During Program Year 2019, the City of Tyler expended HOME funds totaling \$4,499.08 from the following grant years: 2019: \$4,499.08

During Program Year 2019, the City of Tyler expended CARES Act CDBG funds (labeled as "Other" in above chart and commonly referred to as CDBG-CV funds) totaling \$2,551.89.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
McCain Drive Target Area	46		

**Table 4 – Identify the geographic distribution and location of investments**

### Narrative

The McCain Drive Target Area and projects located therein were abandoned due to environmental issues that arose during the environmental review process. Those funds were reallocated.

During Program Year 2019, the City of Tyler used its CDBG and HOME funds throughout the low and moderate income census tracts.

## Leveraging

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

Sources of funding received within the jurisdiction include: HUD Housing Choice Voucher Program, Section 202, Low-Income Housing Tax Credits (LIHTC), Federal Home Loan Bank, FEMA, State funds, private lender financing, private foundation funds, non-profit organizations, for-profit developers, and local contributions.

The City of Tyler administers a Housing Infill Program (HIP) on behalf of the local taxing entities. HIP takes tax delinquent properties that have been struck off the tax rolls and sells the properties at drastically reduced rates to developers to construct affordable housing for low and moderate income families or for neighborhood revitalization efforts.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	41,137
2. Match contributed during current Federal fiscal year	0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	41,137
4. Match liability for current Federal fiscal year	9,834.85
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	31,302.15

**Table 5 – Fiscal Year Summary - HOME Match Report**

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match

Table 6 – Match Contribution for the Federal Fiscal Year

**HOME MBE/WBE report**

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
231,532	0	0	0	231,532

Table 7 – Program Income

<b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b>						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Dollar Amount	0	0	0	0	0	0
Number	0	0	0	0	0	0
<b>Sub-Contracts</b>						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
<b>Contracts</b>						
Dollar Amount	0	0	0			
Number	0	0	0			
<b>Sub-Contracts</b>						
Number	0	0	0			
Dollar Amount	0	0	0			

**Table 8 - Minority Business and Women Business Enterprises**

<b>Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted</b>						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

**Table 9 – Minority Owners of Rental Property**

<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

**Table 10 – Relocation and Real Property Acquisition**

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

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	10	9
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>10</b>	<b>9</b>

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	10	9
Number of households supported through Acquisition of Existing Units	6	0
<b>Total</b>	<b>16</b>	<b>9</b>

Table 12 – Number of Households Supported

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

The City of Tyler, through its Critical Home Repair Program, assisted in rehabilitating nine (9) existing owner-occupied housing units. The City of Tyler was scheduled to rehabilitate 11 houses during Program Year 2019 under the Critical Home Repair Program. However, the remaining two houses had concerns about contracting the coronavirus from the contractors and delayed allowing the contractors to conduct the repairs. This occurred too late in Program Year 2019 to complete the rehabilitation of different housing units.

Additionally, the City of Tyler had a goal to assist six (6) low and moderate income families in acquiring existing housing units through the First Time Home Buyer Program. However, during Program Year 2019, City Staff responsible for administering and overseeing the First Time Home Buyer Program suffered a 100% turnover rate, which caused the City to delay accepting and processing applications. During Program Year 2019, nine (9) applications for assistance were processed. Five (5) of the applications were denied as not meeting underwriting standards. One (1) application was withdrawn by the applicant. Three (3) applications were, as of the end of Program Year 2019, waiting on additional documentation.

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

The City of Tyler continually evaluates its annual action plans to ensure that each annual action plan contains goals that are reasonable and achievable for the upcoming year. For Program Year 2019, the coronavirus outbreak and turnover in staff were unforeseen and unforeseeable events. Other issues may arise annually, such as changes in the housing market or economy. These issues are generally foreseeable based on a review of statistical data and contacting the persons who have the expertise to make predictions.

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

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	7	0
Low-income	2	0
Moderate-income	0	0
<b>Total</b>	<b>9</b>	<b>0</b>

**Table 13 – Number of Households Served**

**Narrative Information**

The City of Tyler continues to provide funding for the benefit of low and moderate income persons and households. The City strives to provide access to affordable housing and decent, safe, and sanitary housing for its citizens. When new programs are developed, the City works to inform the community as a whole and attempts to emphasize the marketing to the low and moderate income households. During Program Year 2019, the City of Tyler’s Critical Home Repair Program assisted seven (7) extremely low income households and two (2) low income households.

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

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

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

The City's 2015 - 2019 Consolidated Plan Non-Housing Objective 4 included objectives and specific strategies related to meeting the needs of the homeless and populations with special needs, including efforts related to ending chronic homelessness. A major component of the City's strategy includes the continued participation in the Texas Balance of State CoC and support of the various agencies and organizations that provide supportive services and emergency, transitional, and permanent housing.

The City has continued with these efforts as described in the Consolidated Plan.

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

The City participated with numerous local non-profit organizations in the **Texas Balance of States Continuum of Care** and has continued with efforts to increase coordinated services for the homeless and reduce duplication of efforts. A special focus of the organization has been on efforts to prevent homelessness by active and appropriate referral services and community education efforts.

Other efforts to prevent homelessness includes the continued funding of public services that provide assistance and educational training opportunities to assist low-income households improve their abilities for self-sufficiency; and providing on-going technical assistance to local service providers to increase their organizational capacity and ability to provide effective services.

The City's Section 8 Housing Choice Voucher program administers 1008 vouchers on behalf of low- and moderate- income families. This include 34 VASH vouchers to veterans.

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

The City has implemented a plan to help end homelessness at the local level using both CDBG and HUD technical assistance funds. We utilized this process to assist all homeless programs in the City of Tyler. Homebuyer education and counseling is provided to voucher holders, applicants of the First-Time Homebuyer program, Family Self-Sufficiency program and other low-income families in order to

facilitate homeownership opportunities for low-income and minority households.

The City continues to provide and expand the Housing Choice Voucher Homeownership Program and apply each year for Family Self-Sufficiency Program funding, which is designed to: Provide supportive and educational services leading to a decreased dependency on subsidy programs; Continually provide economic development incentives utilizing local funds to encourage the retention and creation of employment opportunities available to low-income residents; Continue to include and enforce requirements of Section 3 in applicable contracts utilizing federal funds; Encourage and initiate efforts to promote collaboration and reduce duplication of effort amongst the region's entities and public service providers. The City also actively participates with other local initiative designed to provide supportive services and environments to assist homeless and special need populations.

Information about the City's programs and eligibility are available to persons being discharged from the jail or hospitals through the City's website, the local 211 Help Line, and through information provided by public service agencies supporting low income individuals and families likely to become homeless (i.e. PATH, the East Texas Human Needs Network and the Andrews Center).

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

The City of Tyler actively participates with local initiatives designed to provide supportive services and environments to assist homeless and special need populations. Consultation with Texas Balance of States Continuum of Care takes place with PATH, Salvation Army, HiWay 80 Rescue Mission, East Texas Cares Resource Center and Mayor's Veteran Roundtable to end homeless for the City's jurisdiction. These organizations help provide transitional and permanent supportive housing and assists with linking the clients to services to include independent living skills. The program requires that all participants have a self-sufficiency plan in efforts to assist them in becoming self-sufficient and to remain in permanent housing to avoid becoming homeless again. The City has non-HUD funds that it uses to provide needed public services from non-profit agencies to the community that would include assistance to the homeless and chronically homeless.

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

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

The City of Tyler does not have a public housing authority or public housing units.

The City of Tyler participates in the Housing Choice Voucher (HCV) program and currently manages 1008 allocated vouchers.

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

The City of Tyler does not have a public housing authority or public housing units.

The City of Tyler's Community Development staff and HCV staff are housed in the same office building and work closely together. The two staffs meet on a regular basis to strategize how to leverage the two programs. The City's Community Development staff keeps the HCV staff informed of program changes and upcoming projects that would encourage homeownership. For example, in Program Year 2020, the City plans to construct and sell, with HOME funds, approximately 11 houses. Community Development staff has informed HCV staff of this upcoming project so that the HCV staff can begin working with their clients to identify clients who may be ready to purchase their own home when the houses are constructed.

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

The City of Tyler does not have a public housing authority or public housing units.

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

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

In the City of Tyler, the primary barriers to affordable housing are not created through local policies. The City has made a concerted effort to streamline the development process of affordable housing. Additionally, the City administers a Housing Infill Program (HIP) to help stimulate the development of affordable housing. Under HIP, developers can purchase lots from the City at a drastically reduced rate to develop affordable housing.

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

To meet underserved needs, those needs must first be identified. To identify the underserved needs of its citizens, the City obtains and reviews appropriate data, including census, demographic, and housing information. Additionally, the City meets with and maintains relationships with civic leaders.

Additionally, the City hosted public hearings to obtain input from its citizens. Unfortunately, the City received no responses at those hearings. Accordingly, the City plans to better utilize local newspapers and circulars to better reach its citizens. Further, the City plans to better utilize its Communication's Department to assist in informing its citizens about programs, projects, and assisting to identify needs.

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

A large portion of the City's housing stock was constructed prior to 1978. For programs and projects subject to the lead based paint regulations, the City follows the regulations and requires notification, identification, and treatment (if necessary).

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

During Program Year 2019, the majority of the City's CDBG funds were spent on public facility projects. The contractors for the projects were made aware of the Section 3 requirements. Going forward, the City will continue to include and enforce Section 3 in applicable contracts. The City will also provide technical assistance to contractors in Section 3 requirements.

During Program Year 2019, the City continued to provide the Housing Choice Voucher Program (HCV) and the Family Self Sufficiency Program (FSS). FSS is designed to provide supportive and educational services leading to a decreased dependence on subsidy programs. The City staff responsible for managing CDBG, HOME, HCV, and FSS regularly meet to strategize how to best leverage the respective programs. When the City is getting ready to construct a home with HOME funds, the City staff

responsible for HOME notifies City staff responsible for FSS. This allows the FSS participants who are ready for homeownership the opportunity to purchase a home more seamlessly.

The City also continues to provide economic incentives with local funds to encourage the retention and creation of employment opportunities.

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

The City administers the CDBG and HOME grants through its Neighborhood Services Department (NBS). NBS is also responsible for administering the Housing Choice Voucher and Family Self Sufficiency Programs.

The City also considers all requests for assistance and proposals to support other organizations and agencies seeking funds. All requests for assistance and proposals must comply with CDBG and HOME regulations and be in line with the City's Consolidated Plan and Annual Action Plan.

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

The City has continued to pursue funding opportunities that provide assistance to public and private agencies and other public service providers. The City also continued to provide technical assistance, assist in securing other funding sources (federal and non-federal), and made efforts to break down barriers to streamline processes and increase local coordination efforts.

The City administers a coordinated program, the Housing Infill Program (HIP), whereby the City is the lead entity among local taxing entities. HIP is designed to identify and utilize tax foreclosed property to help develop affordable housing and meet neighborhood revitalization needs.

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

To remove the barriers identified through the 2010 Analysis of Impediments to Fair Housing Choice, the City has chosen the following Action Plan: 1) Continue to work with local developers and non-profit organizations to expand the stock of affordable housing. 2) Increase homebuyer outreach and education efforts in order to increase the number of minorities who apply for mortgage loans. 3) Encourage lending institutions to insure that banking services are extended to all low-income census tracts and to provide greater outreach to the low income and minority communities to lessen the use of predatory lenders. 4) The Chamber of Commerce should continue to work on expanding job opportunities through the recruitment of corporations, the provision of incentives for local corporations seeking expansion opportunities, assistance with the preparation of small business loan applications, and other activities aimed at reducing unemployment and expanding the base of higher income jobs. 5) The City of Tyler, in conjunction with the Chamber of Commerce, became more active in supporting recruiting industries

that match the demographics of the populations most unemployed, as a means of decreasing poverty rates, and increasing incomes and home ownership rates in the city. 6) Increase fair housing education and outreach. 7) Continue to disseminate regularly, fair housing materials with a focus on the protected groups. 8) Continue to hold community events to bolster awareness and assist residents to obtain affordable housing.

The City of Tyler will further remove barriers to Fair Housing Choice by improving Fair Housing visibility on the City's website. The website contains links to tenants' rights resources. The housing supervisor serves as the local fair housing representative and customers are provided with the Fair Housing HUD hotline number.

\*\*\*The Analysis of Impediments to Fair Housing provides a list of impediments to fair housing in Tyler. These impediments are identified in the Analysis of Impediments completed in May 2010. Impediments are identified and discussed as barriers to fair housing. The City has evaluated the recommended remedial actions and continues its implementation of those recommendations that were feasible during PY 2019. In the City of Tyler, the primary barriers to affordable housing are not created through local policies. The City has made a concerted effort to streamline the development process and offer fee waivers for some development fees. An Affordable Housing Task Force has been formed to examine barriers to housing development and explore ways to expand the stock of affordable housing which the City is in the process of implementing.

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

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

The City has continued to provide effective monitoring of all HOME and CDBG funded projects and activities to ensure compliance with city, state, and federal regulations, policies, and contracts. Going forward City staff will continue to ensure that all funded requests are for authorized activities and approved projects. Activity agreements, expense documentation, and beneficiary reports must be provided for funds to be expended.

Additionally, City Staff focused on the following areas:

1) Financial – Staff reviewed requests for expenditures to ensure that all funded requests are for authorized activities on approved projects. Activity agreements, expense documentation, and beneficiary reports must be provided for funds to be expended. As part of the contract agreement, each sub recipient that receives any CDBG or HOME funding (including CHDOs) must submit either an independent audit or financial reviews to ensure fiscal accountability.

2) Environmental – All projects and individual activities requiring environmental reviews per HUD regulations were reviewed for clearance prior to funding approval. The review was completed by staff, with the assistance of other departments and outside consultants as needed. Remediation of impacts were implemented as required. Projects or activities unable to meet environmental requirements were reviewed to determine alternative acceptable solutions, and if no alternatives are identified, the project was not to be funded with federal funds.

3) Programmatic – Measurable results or accomplishments are expected on all funded projects, and are evaluated through the monitoring process. Progress toward project goals was reviewed on a monthly or quarterly basis. The City's reimbursement of funds for project expenditures is directly correlated with the reporting of accomplishments.

4) Sub recipient & CHDO Monitoring - Agencies receiving City CDBG, HOME, or CHDO funds enter a contract which describes: funding amount, services provided, time frame for providing services, compliance responsibilities, reimbursement procedures, and reporting requirements. Each agency must submit performance reports, containing beneficiary information, such as the number, race, and income level of persons assisted. Each agency is monitored a minimum of once annually for each program year, with all organizations receiving a desk review as needed and at least one site visit. Agencies receiving

funds will be closely monitored to ensure timeliness of expenditures. HOME-The City inspects each rental unit annually and inspects onsite daily for new construction projects.

5) Labor Standards - Compliance with labor standards on eligible construction sites have been monitored by City staff through on-site interviews and desk reviews of bid documents, payrolls and reports.

6) MBE/WBE - Solicited bids and services from MBE /WBE); Supported maintenance of MBE/WBE directory; Utilized regional certified local and regional W/M/DBEs; Reported W/M/DBE participation to federal funding agencies; Worked with the Purchasing Department to track W/M/DBE participation percentages; and Strengthened ties with the City's economic development initiatives as needed.

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

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

The draft Program Year 2019 Consolidated Annual Performance Evaluation Report (CAPER) was advertised as a public notice on November 20, 2020. It was published in the local newspaper. The report was available for viewing from November 20, 2020 to December 9, 2020 at the City of Tyler's Neighborhood Services Department (NBS) between 8:00am and 5:00pm. Additionally, the draft Program Year 2019 CAPER was posted to the NBS's website during the above time frames. Further, a public hearing was held at the regularly schedule City Council meeting on December 9, 2020 at 9:00 am.

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

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

There were no changes to the City of Tyler's CDBG objectives during Program Year 2019.

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

No

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

## **CR-50 - HOME 91.520(d)**

### **Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

No HOME projects were completed in Program Year 2019. Accordingly, no project completion inspections were conducted under 24 CFR 92.504(d)(1)(i).

No HOME projects were completed in Program Year 2018. Accordingly, no initial on-site inspections were conducted within the first twelve months of project completion under 24 CFR 92.504(d)(1)(ii) were conducted in Program Year 2019.

Under 24 CFR 92.504(d)(1)(ii), on-site inspections are required every three years after the initial on-site inspection. On-site inspections for HOME assisted rental properties were conducted in Program Year 2018. Accordingly, no on-site inspections for HOME assisted rental properties were due in Program Year 2019.

### **Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)**

The City is committed to the goals of affirmative marketing. This includes, informing the public of fair housing laws and regulations, informing prospective tenants, landlords, and homebuyers of fair housing rules and regulations, and reaching out to newspapers and periodicals targeted towards minority groups. The City plans to continue these actions in the future. Further, the City intends to continue to reach out to minority and women owned businesses to invite them to submit bids and proposals when the City seeks contractors.

### **Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics**

During Program Year 2019, the City of Tyler did not receive or spend any HOME program income. The City of Tyler is currently working on a project which will utilize all of the HOME program income currently on hand. This project should begin in Program Year 2020.

### **Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)**

The City of Tyler primarily uses its HOME funds to develop and maintain homebuyer housing, not rental housing. However, the City of Tyler participates in the Housing Choice Voucher (HCV) Program which provides rental assistance to low income families making rental housing more affordable. The City of Tyler is exploring ways to assist the HCV Program landlords with maintaining their rental housing.