



# Community Development Block Grant

## Annual Action Plan

PY 2019

*Approved July 22, 2019*

*Amended June 8, 2020*

Rusty Brockman, Mayor

Shane Hines, City Council

Justin Meadows, City Council

Harry Bowers, City Council

Mathew E. Hoyt, City Council

Jason Hurta, City Council

James Blakey, City Council

Robert Camareno, City Manager

# TABLE OF CONTENTS

**AMENDED SECTIONS ARE EXECUTIVE SUMMARY, AP-12, AP-15, AP-35 AND AP-38.**

**NEW INFORMATION IS IN BOLD PRINT**

Executive Summary .....	3
PR-05 Lead and Responsible Agencies .....	8
AP-10 Consultation .....	9
AP-12 Participation .....	20
AP-15 Expected Resources.....	25
AP-20 Annual Goals and Objectives .....	28
AP-35 Projects .....	30
AP-38 Project Summary .....	32
AP-50 Geographic Distribution .....	41
AP-55 Affordable Housing.....	42
AP-60 Public Housing .....	44
AP-65 Homeless and Other Special Needs .....	46
AP-75 Barriers to Affordable Housing .....	49
AP-85 Other Actions.....	51
AP-90 Program Specific Requirements .....	54

# Executive Summary

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

### 1. Introduction

The City of New Braunfels receives an annual allocation of Community Development Block Grant (CDBG) funds from the U. S. Department of Housing and Urban Development. In Program Year 2019, the City will receive \$393,910. Program Year 2019 (PY 2019) begins on October 1, 2019 and ends on September 30, 2020. The City receives CDBG funds as an "entitlement" jurisdiction and not through a competitive process.

**On April 2, 2020, the City of New Braunfels received notification of a special allocation to the City's U.S. Department of Housing and Urban Development's Community Development Block Grant (CDBG) funds that will be used to prevent, prepare for, and respond to the coronavirus (COVID-19). This allocation was authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, which was signed by President Trump on March 27, 2020, to respond to the growing effects of this historic public health crisis.**

**The CARES Act will provide \$243,102 in Community Development Block Grant Coronavirus (CDBG-CV) funds to the City. Similar to CDBG funding, CDBG-CV funds are to be used for activities that support the unique needs of low- and moderate-income persons who have been affected by COVID-19. It is important to note that some standard requirements have been adjusted for this special allocation e.g. there are no percentage caps for the distribution of CDBG-CV funding between different categories.**

**The CDBG and CDBG-CV program activities and projects must meet one of the three National Objectives:**

- **Benefit low to moderate income persons**
- **Aid in the prevention of slum and blight; or**
- **Meet an urgent community need (Disaster Relief)**

The PY 2019 Annual Action Plan addresses the most critical housing and community development needs: Affordable Housing, Public Facility Improvements; and Public Services. Consistent with public comments, affordable housing, public facilities improvements and supportive services were identified as the highest priority needs. The PY 2019 One Year Action Plan is an in depth description of the proposed activities and expenditures utilizing CDBG funds.

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

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

The City of New Braunfels' 2015-2019 Consolidated Plan contains key priorities that are reflected in the PY 2019 Annual Action Plan. Detailed project information can be found at AP-35. These priorities reflect the policies and programs that will best meet the needs within the city, and are listed as follows:

- Decrease Homelessness
- Public Services
- Increase Affordable Housing
- Public Facility and Infrastructure Improvements
- Historic Preservation
- Fair Housing

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

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

The City of New Braunfels recognizes the importance of maintaining appropriate performance measurements of its CDBG projects and program. Staff provides management for the CDBG program and monitors activities and projects with developed guidelines that include performance measures to ensure regulatory compliance.

All projects included in this Action Plan and projects funded during the past five years have met a High Priority Need. The City has complied with its adopted Citizen's Participation Plan during this Action Plan process. There were no amendments to the PY 2018 Annual Action Plan during the program year.

On an annual basis, HUD reviews the performance of all entitlement grantees to determine whether each grantee is carrying out its CDBG activities in a timely manner. The amount of grant funds available to the City under the grant agreement but undistributed by the U.S. Treasury cannot be more than 1.5 times the entitlement grant amount for its current program year. The City has met and is currently below the annual statutory timeliness expenditure ratio of 1.5 for PY 2018.

The City continues to affirmatively further Fair Housing in a variety of ways. In PY 2016, the City updated their Fair Housing Plan. Surveys, public hearings and stakeholder meeting were used to solicit input on fair housing issues from city residents. Fair housing information is presented and discussed at all CDBG meetings and also during monitoring with subrecipients. The City maintains Fair Housing information on their website and has a Fair Housing officer on staff.

Efforts were made to retain affordable housing stock by funding the Comal County Senior Foundation's minor home repair program which addresses issues of deferred maintenance and accessibility for low-income elderly and/or disabled homeowners. To date, the program has assisted five low-income elderly homeowners with an additional five projects to be completed by the end of the program year (9/30/2019). In order to increase homeownership opportunities for low income first-time homebuyers, the City funded Comal County Habitat for Humanity. Funds were used to provide closing costs for three homes.

The City allocated 15% of the CDBG grant to social service agencies that provide services to residents of New Braunfels. These funds were used to provide services for abused and neglected children, food assistance, and assistance to the homeless population and the Meals on Wheels program. To date these programs have provided services to 397 low-moderate income New Braunfels residents.

The City allocated funding for public facilities during the PY 2018. Funds were used to for improvements to the Westside Community Center. Westside Community Center is located in a low-moderate income census tract and provides recreational and educational programs for neighborhood residents.

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

Summary from citizen participation section of plan.

Summary from Citizen Participation (AP-12) section of plan.

As required by the Department of Housing and Urban Development (HUD) Rules and Regulations, the City of New Braunfels complies with Regulation 24 CFR 91.105, Citizen Participation Plan for Local Governments as outlined. The City has adopted a Citizen Participation Plan that sets forth the City's policies and procedures for citizen participation. The Plan explains objectives of the Plan, roles of the Community Development Department, the Community Development Advisory Committee and of the City Council in development of the Consolidated Plan, Annual Action Plans, Substantial Amendments and addresses public hearings to gather citizen input, and plan amendments.

Efforts were made to broaden outreach to the community by utilizing social media and the local newspaper to announce public meetings and provide information. All surveys and public announcements were made in English and Spanish. A public hearing was held at the Westside Community Center located in a low-moderate income area as a mechanism to reach out to citizens that would not normally attend a public hearing held at City Hall.

City staff continues to work with the Community Development Advisory Committee (CDAC) who provide advice and recommendations on issues relating to the CDBG program. The meetings are open to the public and the schedule is posted on the City website and bulletin board. CDAC is comprised of nine members that are appointed by City Council for staggered three-year terms.

A Stakeholder Meeting was held on April 25, 2019. Representatives from service and housing agencies provided input on priority needs for their clients. Public hearings were held on June 17, 2019 at 10:30 AM at the Westside Community Center and on June 24, 2019 prior to the City Council meeting (City Hall) on June 24, 2019 at 6:00 PM. The public comment period was June 11, 2019 through July 12, 2019.

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

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

Will be added after comment period ends

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

All comments were accepted.

## **7. Summary**

The City of New Braunfels has been an entitlement community for the CDBG grant program since 1994. The City has utilized the CDBG funds to improve the quality of life, housing and neighborhoods for its low-moderate income residents.

During PY 2019, the City's CDBG program will fund improvements to Westside Community Center, support non-profit service agencies, provide funding for minor home repairs and closing costs for first-time low-moderate income households.

### **CDBG PY 2019 Projects**

- Program Administration - \$78,782

#### **Public Services**

- CASA – Court Advocacy - \$13,333
- Comal County Senior Center – Meals on Wheels - \$17,935
- Family Life Center – Emergency Rent & Utility Assistance - \$10,318
- River City Advocacy – Counseling Program - \$5,000
- San Antonio Food Bank – Food Distribution - \$12,500

#### **Affordable Housing**

- Comal County Senior Center – Minor Home Repair Program - \$80,000
- Comal County Habitat for Humanity – Closing Costs - \$8,500
- Comal County Habitat for Humanity – Housing Rehab Program - \$65,798

#### **Public Facilities**

- Westside Community Center – Lighting Upgrades - \$12,000
- Westside Community Center – Roof Replacement - \$50,000

Following a competitive process for CDBG-CV funds, the City received five (5) applications for Public Services. The City did not receive any applications for Economic Assistance to Businesses or Public Facility projects. On June 8, 2020, the City Council approved the five (5) applications for CDBG-CV funding. All projects were funded at the full requested amount using CDBG-CV funds of \$243,102 and reallocated PY19 funds of \$68,932 for a total of \$312,025.

**CDBG-CV Projects**

All CDBG-CV projects will provide assistance exclusively to individuals affected by COVID-19.

**Public Services**

- **CASA – Court Advocacy Services for Children and Youth – \$55,600**
- **Comal County Crisis Center – Shelter and Food Assistance – \$10,000**
- **Family Life Center – Emergency Rent & Utility Assistance – \$10,000**
- **Habitat for Humanity – Emergency Housing & Utility Assistance – \$136,425**
- **San Antonio Food Bank – Food Distribution – \$100,000**

DRAFT

**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.

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
Lead Agency	NEW BRAUNFELS	
CDBG Administrator	NEW BRAUNFELS	Finance Department
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The City of New Braunfels Finance Department is the lead administrative agency for the Consolidated Plan programs. This department provides fiscal and regulatory oversight of all CDBG programs and activities as well as other Federal and State grants for housing, economic and community development.

**Consolidated Plan Public Contact Information**

Jared Werner, Chief Financial Officer

Phone Number 830-221-4385

Jennifer Gates, Grants Coordinator

Phone Number 830-221-4383



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

### **1. Introduction**

The City of New Braunfels held consultations with citizens, the Texas Continuum of Care, New Braunfels Homeless Coalition, non-profit service agencies, housing agencies, City departments and city officials through public meetings and a stakeholder meeting. These meeting are summarized in the Citizen Participation section of this plan.

### **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(l))**

The City of New Braunfels has implemented actions to develop institutional structures and enhance coordination between housing providers and social service agencies and foster assisted housing improvements and resident initiative. Through public hearings and stakeholder meetings held throughout the year, the City continues to utilize a network of contacts, referrals, and partnerships to implement the strategies outlined in the Five-Year Consolidated Plan as re-enforced in this Action Plan. The City will continue to build its relationship with local housing providers and the Housing Authority to ensure that the current limited housing resources are utilized in the most efficient manner possible and to meet the housing needs of extremely low, very-low, and low-income renters.

### **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 New Braunfels participates in the Texas Balance of State Continuum of Care that is managed by the Texas Homeless Network. The local homeless coalition meets for planning and updates on homelessness in the city and county. The Texas Homeless Network provides data from the Homeless Management Information System (HMIS), Point-In-Time Count (PIT), the Housing Inventory County, and the Annual Homeless Assessment Report (AHAR) for planning and information purposes. This information is utilized to assist in determining the nature and extent of homelessness in New Braunfels and identifying potential projects that will eliminate gaps in housing and services. The Comal County Homeless Coalition holds regular meetings to discuss and strategize on ways to meet the needs of those experiencing homelessness.

As the city does not currently have an emergency shelter or housing, police officers coordinate temporary shelter, such as hotel rooms, with local agencies for individuals and families experiencing homelessness, including individuals released from public institutions. Officers were also able to utilize a cold-weather shelter established by the Comal County Homeless Coalition in December 2018 which will be expanding its services during PY19.

**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 New Braunfels is not a recipient of ESG funds directly from HUD but the City does participate in the Texas Balance of State CoC managed by the Texas Homeless Network. The City was provided data from the Homeless management Information system (HMIS), Point-In-Time Count (PIT), the Housing Inventory County, and the Annual Homeless Assessment Report (AHAR).

**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**

1	<b>Agency/Group/Organization</b>	CASA of Central Texas
	<b>Agency/Group/Organization Type</b>	Services-Children Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attended the Stakeholder Meeting and public hearings; discussions with CDBG staff; provided input on issues affecting abused and neglected children; housing and service needs
2	<b>Agency/Group/Organization</b>	Comal County Habitat for Humanity
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Anti-poverty Strategy Affordable Housing
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided input at the Stakeholder Meeting and during conversations with CDBG staff; discussed needs of first time homebuyers and the need for additional affordable housing.
3	<b>Agency/Group/Organization</b>	Family Promise of Greater New Braunfels
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-homeless

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Telephone consultation with Family Promise staff; better knowledge of issues surrounding homelessness.
4	<b>Agency/Group/Organization</b>	Comal County Senior Citizens Foundation
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Elderly Persons Services-Persons with Disabilities Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation through Stakeholders Meeting, public hearings; discussions with CDBG staff and CDAC meetings. Better knowledge of the needs of the senior population.
5	<b>Agency/Group/Organization</b>	CONNECTIONS
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Needs - Unaccompanied youth

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation through homeless coalition meetings and conversation between staff and CDBG staff. Better understanding of the nature and issues of homelessness for youth.
6	<b>Agency/Group/Organization</b>	City of New Braunfels
	<b>Agency/Group/Organization Type</b>	Other government - Local Business Leaders Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Planning, Economic Development, Parks and Streets departments provided information on the needs of low-moderate income residents and low-moderate income areas. Information assisted in the planning for expenditure of CDBG funds.
7	<b>Agency/Group/Organization</b>	NEW BRAUNFELS HOUSING AUTHORITY
	<b>Agency/Group/Organization Type</b>	Housing PHA

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Market Analysis Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation through a one-on-one interview and interaction between staffs during the year. Outcome - better knowledge of public housing needs ad greater collaboration between the HA and the City.
8	<b>Agency/Group/Organization</b>	McKenna Foundation
	<b>Agency/Group/Organization Type</b>	Planning organization Business and Civic Leaders Foundation
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation through stakeholders meeting; public hearings and one-on-one conversations; Outcome - better collaboration between a local community foundation and the City.
9	<b>Agency/Group/Organization</b>	Texas Homeless Network
	<b>Agency/Group/Organization Type</b>	Housing Services-homeless Planning organization State-Wide Organization

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation through telephone conversations; meetings with local coalition; HMIS and PIT count data provided by THN. Outcome - better understanding of the scope and needs of homelessness in New Braunfels.
10	<b>Agency/Group/Organization</b>	Family Life Center
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Emergency Rent and Utility Assistance
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children Homelessness Strategy Homeless Prevention
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation through stakeholders meeting; public hearings; CDAC meetings; and one-on-one conversations between staffs. Outcome - better understanding of the scope of the need for rental assistance.
11	<b>Agency/Group/Organization</b>	Comal County Crisis Center
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation through meetings between staffs, stakeholder meeting and public hearings. Outcome - better understanding of the needs of victims of domestic violence.
12	<b>Agency/Group/Organization</b>	The Salvation Army
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation through stakeholders meeting; public hearings; CDAC meeting and one-on-one conversations between staffs.
13	<b>Agency/Group/Organization</b>	Hill Country Mental Health/Mental Retardation Center
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-homeless Services-Health Services-Education Services - Veterans



	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Needs - Veterans Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation through stakeholders meetings and one-on-one conversations between staffs. Outcome - better understanding of mental health service and housing needs especially for veterans.
14	<b>Agency/Group/Organization</b>	Community Development Advisory Committee
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Business and Civic Leaders New Braunfels residents
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City Council appointed committee. Monthly meetings between committee and City staff; reviews CDBG funding applications from subrecipients and makes recommendations to City Council.
15	<b>Agency/Group/Organization</b>	City of New Braunfels Police Department
	<b>Agency/Group/Organization Type</b>	Other government - Local Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Community Safety

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation meetings with the City's police officers to discuss issues and to further develop coordinated efforts between officers and local agencies for the temporary placement of people experiencing homelessness, including discharge planning. Additional information is provided in paragraph 2 of AP-10.
16	<b>Agency/Group/Organization</b>	City of New Braunfels City Council
	<b>Agency/Group/Organization Type</b>	Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff provided presentations to City Council members on the CDBG program, the Annual Action Plan, funding recommendations by CDAC and Fair housing and solicited their input on these topics.
17	<b>Agency/Group/Organization</b>	Comal County Health Department
	<b>Agency/Group/Organization Type</b>	Services-Health Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency provided input on the health needs of primarily low-moderate income persons and families. Additional information is provided in AP-85.

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

No agencies were excluded from participating in the public meetings and stakeholders meeting or attending the monthly Community Development Advisory Committee meetings.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Texas Homeless Network	Coordination of homeless services and housing programs with CoC goals in the Texas Balance of State Continuum of Care
Comprehensive Plan	City of New Braunfels	The long range plans in the Comprehensive Plan support the goals in the Strategic Plan by addressing affordable housing and livable communities
New Braunfels Workforce Housing Study	New Braunfels Economic Development Corporation	Study identified issues that affect housing costs, viability of housing, new single and multi-family housing development, affordable housing and market trends

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

**Narrative (optional)**

The City of New Braunfels will continue coordination with public entities, including State and any adjacent units of general local government in the implementation of this Annual Action Plan.

## **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 of New Braunfels has requested a waiver in accordance with the guidance issued by the U. S. Department of Housing and Urban Development on March 31, 2020.

The waiver allows the City of New Braunfels to amend the PY19 Annual Action Plan utilizing expedited citizen participation procedures to draft, propose, or amend Consolidated and Annual Action Plans. Expedited procedures included notice and reasonable opportunity to comment of no less than five (5) days.

A presentation regarding the PY19 Action Plan amendment and the CDBG-CV funding was made at a virtual City Council meeting on April 27, 2020. Citizens were encouraged to submit questions and voice their opinions on the use of the CDBG-CV funding. At that time, the Chief Executive Officer of the McKenna Foundation provided information on the impact that COVID-19 has impacted local social service agencies. The McKenna Foundation has created the Comal Emergency Fund comprised of a group of local non-profits in an effort to consolidate assistance making it easier for residents to access the help that they need.

The City provided information to New Braunfels residents, non-profit agencies, City departments, and business entities through press releases, articles in the local media, the City's website, and direct emailing of information which provided reasonable notification and access for citizens in accordance with the grantee's certifications, timely responses from local officials to all citizen questions and issues, and public access to all questions and responses.

A public notice of the amendment with the funding recommendation for CDBG-CV was published in the local newspaper on May 24, 2020. The comment period began on May 25, 2020 and ended on May 29, 2020. The public notice was also posted on the City's website.

On May 26<sup>th</sup>, the City staff provided a presentation at the City Council meeting on the CDBG-CV application process and the agency funding recommendations. A public hearing was also held during the City Council meeting.

The City of New Braunfels Citizen Participation Plan encourages participation of all residents, especially the low and moderate-income population. Formal and informal approaches are used each year in the assessment process to provide adequate opportunities for citizens to participate in the development of the Consolidated Plan and the Annual Action Plans. These actions include placing advertisements in the local newspapers, meetings with stakeholders, social media and appointment of citizens to the Community Development Advisory Committee (CDAC) by City Council, and public hearings at city council meetings and other locations. All meetings are held in accessible locations with interpreters available upon request.

The CDAC consists of nine New Braunfels residents appointed by the City Council to staggered three-year terms. CDAC serves in an advisory capacity to the CDBG program in addition to reviewing applications for CDBG funding and making funding recommendations to City Council. Meetings are advertised to the public via postings at the City Hall and the City's website and are open to the public.

A workshop for CDBG funds was held on January 22, 2019 with 18 attendees representing 9 agencies attending. There was a CDBG presentation and handouts included the application and information sheet. The application was also available on the City's website. There was a public notice advertised in the local newspaper and on the City's website, and notices were also emailed to local service agencies prior to the meeting encouraging agencies to send representatives to the pre-application workshop.

A Stakeholders meeting was held on April 25, 2019 to solicit input on community and housing needs from service and housing providers. The meeting was open to agencies and residents and advertised on the City's website and through email. Representatives from six agencies participated in the meeting.

Public Hearings were held on June 17, 2019 at Westside Community Center and June 24, 2019 at City Hall. A thirty-day comment period was held to allow public review of the 2019 Action Plan draft from June 11, 2019 through July 12, 2019. The draft was available on the City's website and at City Hall and the public library. The notices in English and Spanish were published in the local paper on June 10, 2019.

The comments received were considered in determining the priorities and funding allocations for PY 2019. The City will continue to solicit input from residents and stakeholder to determine priorities and future projects. Citizen comments are included as an attachment- put in comments from stakeholders meeting and any other from public hearings.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	Non-targeted/broad community	CDBG Program Presentation and Application Workshop - 8 agencies and one City department attended	Questions about eligible activities; comments on the 15% of grant for public services not being enough funding	All comments were accepted	
2	Public Meeting	Non-targeted/broad community	Community Development Advisory Committee for presentations by agencies requesting funding; 14 agency representatives; one representative from a City department; 6 CDAC members	Agencies discussed the need for increased funding for public services; lack of affordable housing	All comments were accepted	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Meeting	Non-targeted/broad community	Stakeholders Meeting - Discussion of housing, supportive services and community needs. 7 agency representatives attended	Group identified affordable housing both rental and home ownership; transitional housing and the need for an emergency shelter as well as more funding for supportive services	All comments were accepted	
4	Newspaper Ad	Non-targeted/broad community	Notice in English and Spanish in local newspaper and on City's website of the time, dates and locations of the public hearings for the Annual Action Plan			
8	Newspaper Ad CDBG-CV	Non-targeted/broad community	<b>Notice in newspaper, City's website and articles in the newspaper requesting applications for CDBG-CV funds</b>	<b>Five applications were received</b>	<b>All applications were eligible and accepted</b>	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
9	Public Hearing  CDBG-CV	Non-targeted/broad community	Notice in newspaper and City's website in English and Spanish with the time, date and location of the public hearing for the amendment to the PY19 Action Plan and CDBG-CV funding allocations	No comments were received	N/A	

Table 4 – Citizen Participation Outreach



## Expected Resources

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

#### Introduction

The City of New Braunfels will received \$393,910 for PY 2019 with reallocated funds from previous Program Years of \$60,265 for a total of \$454,175 to be used for eligible CDBG activities. All funds were not allocated at the time of submission of the Annual Action Plan. The remaining funds of \$100,008.50 will be allocated to eligible projects during the program year.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	393,910	0	60,265	454,175	454,175	The amount of resources available for the PY 2019 CDBG fund allocation is \$393,910 with reallocated funds of \$60,265 from previous years for a total of \$454,175. Primary focus will include program administration, fair housing activities, minor home repair; home buyers assistance, public improvements, and public services
<b>Other</b>	<b>public - federal</b>	<b>Other</b>	<b>243,102</b>	<b>0</b>	<b>0</b>	<b>243,102</b>	<b>0</b>	<b>CDBG-CV funds to be used to prevent, prepare for and respond to the Coronavirus.</b>

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**

**CDBG-CV: Subrecipients receiving CDBG-CV funding from the City of New Braunfels are encouraged to leverage the funds with other private, state or local funds but, as with any federal funding, supplanting of funds is not allowed.**

Subrecipients of CDBG funding from the City of New Braunfels are expected to leverage the CDBG funds with other private, state or local funds. This information is built into applications for funding and taken into consideration when recommendations are made by the Community Development Advisory Committee to City Council. CDBG does not require matching 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**

The City of New Braunfels has used and will continue to use CDBG funding for park and public facilities in low-mod areas to improve the quality of life for residents.

**Discussion**

City general funds and other state and federal funds are used to support city projects in which CDBG funds are proposed. There is \$100,008.50 CDBG funds that are unallocated at the time of the Action Plan submission. These funds will be allocated to eligible projects during Program Year 19.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Services	2015	2019	Public Services	City Wide	Public Services	CDBG: \$59,087	Public service activities other than Low/Moderate Income Housing Benefit: 463 Persons Assisted
2	Increase Affordable Housing	2015	2019	Affordable Housing	City Wide	Improve Access to Affordable Housing	CDBG: \$154,298	Homeowner Housing Rehabilitated: 21 Household Housing Unit Direct Financial Assistance to Homebuyers: 8 Households Assisted
3	Public Facility and Infrastructure Improvements	2015	2019	Non-Housing Community Development	City Wide	Public Facilities and Infrastructure Improvements	CDBG: \$62,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 800 Persons Assisted
4	Affirmatively Further Fair Housing	2015	2019	Program Administration	City Wide	Affirmatively Further Fair Housing	CDBG: \$78,782	Other: 125 Other

**Table 6 – Goals Summary**

## Goal Descriptions

1	<b>Goal Name</b>	Public Services
	<b>Goal Description</b>	Public Services: Support efforts to coordinate work of service providers. Fund programs and activities that address the priority needs identified in the Consolidated Plan.
2	<b>Goal Name</b>	Increase Affordable Housing
	<b>Goal Description</b>	Increase homeownership opportunities for low-moderate income home buyers; provide minor home repairs for low-moderate income elderly and/or disabled homeowners and provide weatherization and housing rehabilitation assistance to income eligible homeowners.
3	<b>Goal Name</b>	Public Facility and Infrastructure Improvements
	<b>Goal Description</b>	Fund public facility improvements that benefit low to moderate persons and/or located in a low-moderate area census tracts and block groups. Activities include but not limited to community centers, senior centers; homeless facilities and parks/recreational facilities
4	<b>Goal Name</b>	Affirmatively Further Fair Housing
	<b>Goal Description</b>	Incorporate Fair Housing information at all CDBG meetings; post information on City's website; Fair Housing is discussed with subrecipients and incorporated into all CDBG contracts between the City and subrecipients; oversight and management of the CDBG program.

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

The City of New Braunfels will perform activities that meet the needs and objectives established by its Consolidated Plan and approved by City Council. As shown below, the City will fund public services through five agencies, a minor home repair program for elderly and/or low income homeowners, housing rehabilitation program for low-moderate income homeowners, home buyer closing assistance program. There are uncommitted funds of \$100,008 that will be allocated to an eligible project or projects during the program year.

#### Projects

#	Project Name
1	Administration & Fair Housing
2	CASA of Central Texas
3	Comal County Senior Citizens Foundation - Meals on Wheels
4	Family Life Center
5	River City Advocacy
6	San Antonio Food Bank
7	Comal County Habitat for Humanity - Home Ownership Assistance
8	Comal County Habitat for Humanity - Housing Rehabilitation Program
9	Comal County Senior Citizens Foundation - Minor Home Repair Program
10	Westside Community Center - Lighting Improvements
11	Westside Community Center - Roof Replacement
12	CV-CASA of Central Texas
13	CV-Comal County Crisis Center
14	CV-Family Life Center
15	CV-Comal County Habitat for Humanity
16	CV-San Antonio Food Bank

**Table 7 - Project Information**

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

The City of New Braunfels responds to the needs expressed in public hearings, stakeholder meetings and comments from residents. Affordable housing (rental and homeownership) and public transportation are critical needs. To improve the quality of life of all citizens in New Braunfels, the City will work with service and housing providers to address both the need for additional affordable housing and supportive service needs. The City will use CDBG funds to provide closing cost assistance to low-moderate income homebuyers and continue to support the minor home repair program for elderly and/or disabled

homeowners, housing rehabilitation program and other supportive services programs.

The lack of additional funding is the major obstacle faced by the City when meeting underserved needs. The City will continue to investigate funding opportunities as they are identified.

## AP-38 Project Summary - Project Summary Information

1	<b>Project Name</b>	Administration & Fair Housing
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Affirmatively Further Fair Housing
	<b>Needs Addressed</b>	Affirmatively Further Fair Housing
	<b>Funding</b>	CDBG: \$78,782
	<b>Description</b>	Administration and oversight of the CDBG program including Fair Housing activities.
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	City of New Braunfels City Hall - 550 Landa Street - New Braunfels, TX 78130
<b>Planned Activities</b>	Management of the CDBG program including development and submission of required documents and reports; managing the CDBG subrecipient application process and review; monitoring CDBG subrecipients; facilitating the Community Development Advisory Committee; conducting fair housing activities.	
2	<b>Project Name</b>	CASA of Central Texas
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$13,333
	<b>Description</b>	Advocacy for abused and/or neglected children that are in the child welfare and court system.
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	125 unduplicated children experiencing neglect and/or abuse and who are clients of Child Protective Services and/or in the court system will benefit from the advocacy program.
	<b>Location Description</b>	Office: 1619 Common Street, Suite 301, New Braunfels, TX 78130



	<b>Planned Activities</b>	Advocacy services and case management for children through recruiting, training and supervising volunteers who have been appointed by the court to be Court Appointed Special Advocates.
<b>3</b>	<b>Project Name</b>	Comal County Senior Citizens Foundation - Meals on Wheels
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$17,935
	<b>Description</b>	Non-profit agency providing social and recreational activities including a Meals on Wheels program (home delivery) to low-moderate income persons who are elderly and/or disabled.
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is anticipated that 31 low-moderate income elderly and/or disabled persons that reside within the city limits of New Braunfels will receive home delivered meals.
	<b>Location Description</b>	Office: 655 Landa Street, New Braunfels, TX 78130
<b>Planned Activities</b>	Home delivered meals to income eligible elderly and/or disabled New Braunfels residents five days per week with food provided on Friday for the week-end.	
<b>4</b>	<b>Project Name</b>	Family Life Center
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$10,318
	<b>Description</b>	Non-profit agency that provides emergency rent and utility assistance to low-moderate income households as well as other supportive services.
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 20 low-income persons (families and single adults) will receive assistance during the program year.

	<b>Location Description</b>	Office: 5513 Interstate 35 Frontage Road - New Braunfels, TX 78132
	<b>Planned Activities</b>	Agency will provide emergency rent and utility assistance as well as budgeting and self-sufficiency activities.
<b>5</b>	<b>Project Name</b>	River City Advocacy
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$5,000
	<b>Description</b>	Non-Profit agency that provides counseling and peer support.
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 27 low income individuals and families who are uninsured or underinsured and who would otherwise lack access to mental health counseling.
	<b>Location Description</b>	Office: 145 Landa Street, New Braunfels, TX 78130
	<b>Planned Activities</b>	The Community Counseling Program will provide access to affordable mental health counseling to low-moderate income individuals through one-on-one counseling, group therapy and peer support.
<b>6</b>	<b>Project Name</b>	San Antonio Food Bank
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$12,500
	<b>Description</b>	Non-profit agency that provides food and non-food assistance to low-moderate income individuals and families who are experiencing food insecurity.
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 248 unduplicated New Braunfels residents (individuals and families) will receive assistance.

	<b>Location Description</b>	New Braunfels Food Bank: 1629 South Seguin Avenue, New Braunfels, TX 78130
	<b>Planned Activities</b>	Distribution of food and non-food items to New Braunfels residents through the Kitchen Table, cooking and nutrition classes and other educational programs.
7	<b>Project Name</b>	Comal County Habitat for Humanity - Home Ownership Assistance
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Increase Affordable Housing
	<b>Needs Addressed</b>	Improve Access to Affordable Housing
	<b>Funding</b>	CDBG: \$8,500
	<b>Description</b>	Program provides home ownership opportunities for low-moderate income New Braunfels residents.
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that eight low-moderate first time homebuyers will receive closing costs assistance with CDBG funds.
	<b>Location Description</b>	Office: 1269 Industrial Street, New Braunfels, TX 78130
	<b>Planned Activities</b>	Construction of new homes for low-moderate income families residing in New Braunfels. CDBG will be used for closing costs assistance.
8	<b>Project Name</b>	Comal County Habitat for Humanity - Housing Rehabilitation Program
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Increase Affordable Housing
	<b>Needs Addressed</b>	Improve Access to Affordable Housing
	<b>Funding</b>	CDBG: \$65,798
	<b>Description</b>	Agency provides home ownership opportunities and owner-occupied housing rehabilitation.
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that three households will receive housing rehabilitation improvements and five will receive weatherization improvements to their homes.

	<b>Location Description</b>	Office: 1269 Industrial Street, New Braunfels, TX 78130
	<b>Planned Activities</b>	The agency will provide weatherization and housing rehabilitation to income eligible homeowners residing within the city limits of New Braunfels.
<b>9</b>	<b>Project Name</b>	Comal County Senior Citizens Foundation - Minor Home Repair Program
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Increase Affordable Housing
	<b>Needs Addressed</b>	Improve Access to Affordable Housing
	<b>Funding</b>	CDBG: \$80,000
	<b>Description</b>	Non-profit agency providing a variety of educational, recreational and social activities to senior citizens including a hot lunch served at the facility. CDBG funded program provides minor home repairs and accessibility improvements to income eligible homeowners.
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 13 homeowners will receive minor home repair assistance during the program year.
	<b>Location Description</b>	Office: 655 Landa Street, New Braunfels, TX 78130
<b>Planned Activities</b>	Minor home repairs including accessibility improvements designed to enable elderly and/or disabled New Braunfels homeowners to remain in their homes. All recipients are low-moderate income.	
<b>10</b>	<b>Project Name</b>	Westside Community Center - Lighting Improvements
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Public Facility and Infrastructure Improvements
	<b>Needs Addressed</b>	Public Facilities and Infrastructure Improvements
	<b>Funding</b>	CDBG: \$12,000
	<b>Description</b>	Westside Community Center provides a variety of social, education, recreational and ESL classes for neighborhood resident and also houses a branch library.
	<b>Target Date</b>	9/30/2020

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that at least 800 low-moderate income residents will participate in at least one activity during the program year.
	<b>Location Description</b>	2932 Interstate 35 Frontage Road, New Braunfels, TX 78130
	<b>Planned Activities</b>	Replacement of lights in and outside building as well as the addition of security lights.
<b>11</b>	<b>Project Name</b>	Westside Community Center - Roof Replacement
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Public Facility and Infrastructure Improvements
	<b>Needs Addressed</b>	Public Facilities and Infrastructure Improvements
	<b>Funding</b>	CDBG: \$50,000
	<b>Description</b>	Westside Community Center provides a variety of social, educational, recreational activities and ESL classes for neighborhood residents and houses a branch library.
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 800 low-moderate income residents will participate in at least one activity during the program year.
	<b>Location Description</b>	2932 Interstate 35 Frontage Road, New Braunfels, TX 78130
	<b>Planned Activities</b>	Replacement of the roof of the facility.
<b>12</b>	<b>Project Name</b>	<b>CV-CASA of Central Texas</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	<b>Public Services</b>
	<b>Needs Addressed</b>	<b>Public Services</b>
	<b>Funding</b>	<b>CDBG-CV: \$55,600</b>
	<b>Description</b>	<b>Advocacy for abused and/or neglected children that are in the child welfare and/or court system</b>
	<b>Target Date</b>	<b>9/30/2021</b>

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	<b>It is estimated that 30 unduplicated children experiencing neglect and/or abuse and are in the court system or Child Protective Services will receive services through this program.</b>
	<b>Location Description</b>	<b>Office: 1619 Common Street, Suite 301, New Braunfels, TX 78130</b>
	<b>Planned Activities</b>	<b>Advocacy and services for children that are abused and/or neglected as a result of COVID-19 through recruiting, training and supervising Court appointed Special Advocates</b>
<b>13</b>	<b>Project Name</b>	<b>CV-Comal County Crisis Center</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	<b>Public Services</b>
	<b>Needs Addressed</b>	<b>Public Services</b>
	<b>Funding</b>	<b>CDBG-CV: \$10,000</b>
	<b>Description</b>	<b>Emergency shelter, supportive services for residential and non-residential victims of domestic violence and sexual assault and their children</b>
	<b>Target Date</b>	<b>9/30/2021</b>
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	<b>It is estimated that 15 unduplicated clients that have experienced domestic violence as a result of COVID-19 will receive shelter and services</b>
	<b>Location Description</b>	<b>1547 East Common Street, New Braunfels, TX 78130</b>
	<b>Planned Activities</b>	<b>Emergency shelter and food assistance to victims of domestic violence related to COVID-19 issues. Due to social distancing client will be housed in special rooms at the shelter or if shelter space isn't available in hotel rooms.</b>
<b>14</b>	<b>Project Name</b>	<b>CV-Family Life Center</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	<b>Public Services</b>
	<b>Needs Addressed</b>	<b>Public Services</b>
	<b>Funding</b>	<b>CDBG-CV: \$10,000</b>
	<b>Description</b>	<b>Agency provides emergency rent and utility assistance to low-moderate income New Braunfels residents. Agency offers supportive services and life skills classes</b>

	<b>Target Date</b>	<b>9/30/2021</b>
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	<b>It is estimated that 25 unduplicated low-moderate income New Braunfels residents will receive emergency housing assistance.</b>
	<b>Location Description</b>	<b>Office: 5513 Interstate 35 Frontage Road, New Braunfels, TX 78132</b>
	<b>Planned Activities</b>	<b>Agency will provide emergency housing assistance to low-moderate income New Braunfels residents whose household income has been affected by COVID-19 through job loss, lay-offs and/or reduced work hours</b>
<b>15</b>	<b>Project Name</b>	<b>CV-Comal County Habitat for Humanity</b>
	<b>Target Area</b>	<b>City Wide</b>
	<b>Goals Supported</b>	<b>Public Services</b>
	<b>Needs Addressed</b>	<b>Public Services</b>
	<b>Funding</b>	<b>CDBG-CV: \$136,425</b>
	<b>Description</b>	<b>Agency provides housing assistance to low-moderate income New Braunfels residents. CDBG-CV funds will be used to provide emergency housing assistance to people affected by COVID-19</b>
	<b>Target Date</b>	<b>9/30/2021</b>
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	<b>It is estimated the 1,428 unduplicated low-moderate income New Braunfels residents will receive emergency housing assistance due to COVID-19 such as job loss, lay-offs and reduced work hours.</b>
	<b>Location Description</b>	<b>Office: 1269 Industrial Street, New Braunfels, TX 78130</b>
	<b>Planned Activities</b>	<b>Agency will provide emergency housing assistance to low-moderate income New Braunfels residents whose household income has been affected by COVID-19 through job loss, lay-offs and/or reduced work hours</b>
<b>16</b>	<b>Project Name</b>	<b>CV-San Antonio Food Bank</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	<b>Public Services</b>
	<b>Needs Addressed</b>	<b>Public Services</b>
	<b>Funding</b>	<b>CDBG-CV: \$100,000</b>

<b>Description</b>	<b>Agency provides emergency food assistance to low-moderate income New Braunfels residents at the New Braunfels Food Bank location</b>
<b>Target Date</b>	<b>9/30/2021</b>
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	<b>It is estimated that 2,057 unduplicated low-moderate New Braunfels residents will receive food assistance</b>
<b>Location Description</b>	<b>New Braunfels Location: 1629 South Seguin Avenue, New Braunfels, TX 78130</b>
<b>Planned Activities</b>	<b>Distribution of food and non-food items to low-moderate income New Braunfels residents whose income and ability to purchase food has been affected by COVID-19</b>



## **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 New Braunfels is not allocating fund geographically to specific targeted areas. Funding is allocated for projects on qualified LMI areas or to programs that provide services to low-moderate income people or households.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
City Wide	100

**Table 8 - Geographic Distribution**

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

The City of New Braunfels is not allocating fund geographically to specific targeted areas.

### **Discussion**

City of New Braunfels continues to improve low-income residential neighborhoods, especially those with high concentrations of minorities, by improving parks and other public facilities. These public improvements make the neighborhoods safer and more desirable to all residents.

The City is researching and will continue to discuss whether developing a Neighborhood Revitalization Strategy Area would be a more effective way to use CDBG funds.

# Affordable Housing

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

### Introduction

Efforts have been made to retain affordable housing stock by continually funding the Comal County Senior Foundation minor rehabilitation program which addresses issues of deferred maintenance for low-income elderly and/or disabled homeowners and Habitat for Humanity which offers homeownership opportunities to low-moderate income homebuyers. Habitat for Humanity has developed a Housing Rehab Program and will be receiving CDBG funds during PY 2019. Increasing the supply of supportive housing for persons with special needs continues to be a challenge, as well as the supply of affordable housing for low-income persons with access to job opportunities.

During 2018 a Workforce Housing Study was conducted by the New Braunfels Economic Development Corporation. Members include the City of New Braunfels, Comal County, New Braunfels Utilities, the Greater New Braunfels Chamber of Commerce and the New Braunfels Economic Development Foundation. The report describes the demographic and economic conditions that affect and reflect the market environment for housing, document the current conditions and recent trends of the market, and identify potential recommendations for implementation to mitigate housing cost burdens experienced by New Braunfels workers. The report will be used as a blueprint as the City continues to develop affordable housing. For example, the report identified that 70% of New Braunfels workers live outside of city limits because of “housing affordability and value.” The report will be used as a blueprint as the City continues to develop affordable housing.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	0
Non-Homeless	16
Special-Needs	8
Total	24

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

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	20
The Production of New Units	8
Rehab of Existing Units	16
Acquisition of Existing Units	0
Total	44

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

## **Discussion**

The City provides CDBG funding for closing costs first time home buyers, housing rehab program and for minor home repair programs. The Comal County Senior Citizens Foundation will provide minor home repairs and accessibility improvements to eight low-moderate income elderly and/or disabled homeowners who are considered part of the special needs population. Comal County Habitat for Humanity will provide closing costs assistance to eight income eligible non-homeless households purchasing homes in New Braunfels and home rehabilitation and weatherization assistance to eight low-moderate income homeowners. All recipients of housing activities live within the city limits of New Braunfels.

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

### **Introduction**

The public housing organization for the City is the New Braunfels Housing Authority. The Housing Authority has 170 public housing units in New Braunfels that are owned by the Housing Authority. The Housing Authority also owns one high-rise elderly/disabled complex with 100 units and 35 duplexes for larger families. The Housing Authority provides 293 vouchers through the Housing Choice Voucher program. The extent of generational poverty in local public housing is not clear. The City will work with the housing authority to determine if generational poverty is indeed a problem and identify strategies to reduced generational poverty.

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

The City of New Braunfels and the Housing Authority plan to continue working together to identify ways to provide affordable rental units and increase homeownership for public housing residents. The City does not proposed any direct activities with the New Braunfels Housing Authority using CDBG funds.

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

New Braunfels Housing Authority encourages the residents to be more involved in Resident Council meetings by providing the residents the opportunity to learn about the activities, security, modernization projects and management issues and provide input and feedback. The New Braunfels Housing Authority is finalizing the appointment of a new Executive Director. When appointed, City staff will meet with the new Executive Director to discuss upcoming changes and plans for public housing residents and properties. The City plans to have regular meetings and work more closely with the housing authority as the City further develops their Workforce Housing efforts.

The City will continue to support efforts to coordinate the work of social service organizations that provide services, housing assistance and homeownership opportunities to public housing residents. Comal County Habitat for Humanity holds regular information sessions and application assistance for public housing residents for the agency's homeownership program. The City has supported Habitat's efforts by providing CDBG closing costs assistance for the past five years. Habitat will receive \$8,500 from CDBG for closing costs assistance during PY19.

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

**provided or other assistance**

The New Braunfels Housing Authority is not designated as a troubled housing authority.

**Discussion**

The City supports the efforts of the Housing Authority and will work to identify ways to partner together to provide safe, affordable housing.

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

### **Introduction**

With a focus on homeless prevention, the City and local service providers have identified the provision of direct assistance with rent and utilities as well as supportive services to help those potentially at risk of becoming homeless as the key priorities for homeless assistance and prevention. The Comal County Homeless Coalition is part of the Texas Balance of State Continuum of Care and is managed by the Texas Homeless Network (THN), a statewide nonprofit agency.

The Comal County Homeless Coalition meets monthly to discuss issues and challenges in meeting the needs of those experiencing homelessness or at-risk of homelessness. Members of the Coalition represent service and housing providers, public housing staff, emergency services such as The Salvation Army, the McKenna Foundation, special needs populations and City government. City staff from the Police Department, the Westside Community Center and the CDBG program participate in the Coalition's planning process.

The Texas Balance of State CoC is made up of all service providers, advocates, local government officials, and citizens who work to eliminate homelessness in over 216 counties in Texas outside of most major metropolitan cities. THN assists local homeless coalitions with community-based planning to develop plans to end homelessness and new projects to fill gaps in housing and services.

### **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 of New Braunfels supports efforts of the Comal County Homeless Coalition in its outreach and assessment efforts for homeless persons in its community by participating in meetings and the in the Point-in-Time count. The Texas Homeless Network annually assists communities with their Point-in-Time homeless survey preparation and data analysis. This information is used by the City in the development of short and long-term strategies to alleviate homelessness and provide affordable housing.

The City will continue to organize stakeholder meetings to discuss and plan for more intensive outreach to those experiencing homelessness. There are no agencies in New Braunfels that provide only outreach activities. Many agencies provide outreach to the specific population that they serve. The City uses CDBG funds to support these agencies. These agencies include but are not limited to the Comal County Crisis Center, Family Promise, Family Life Center, San Antonio Food Bank, Comal County Senior Citizens

Foundation, the Salvation Army, CASA and Habitat for Humanity.

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

The City of New Braunfels is not a direct recipient of Emergency Solution Grant funds (ESG), but uses its CDBG funds to support agencies who provide emergency shelter and rent/utility assistance programs that prevent homelessness.

Three agencies provide shelters for specific homeless populations in New Braunfels. The Comal County Crisis Center operates an emergency shelter for victims of domestic violence and sexual assault and their children. Connections provides emergency shelter and transitional housing for youth aging out of foster care and unaccompanied homeless youth. Family Promise provides emergency shelter to families experiencing homelessness. All agencies have received CDBG funding in previous years.

In regard to an emergency shelter, through extensive coordination amongst the agencies, members of the Comal County Homeless Coalition were proud to open and support the city's first Cold Weather shelter for homeless residents when temperatures dropped below freezing for several days this past winter. A task force has been created within the Coalition to further develop processes and procedures for the Cold Weather shelter and also to research other shelter opportunities offered by similar-sized cities.

Transitional housing, Rapid Re-Housing and permanent supportive housing are recognized as an unmet need in New Braunfels. NB Housing Partners is developing a transitional housing project in New Braunfels. The 43-unit complex will provide housing and services for individuals and families exiting from emergency shelters or other service programs. The City of New Braunfels provided funding (non-CDBG) for the purchase of the land for this project.

### **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 few community resources specifically for chronically homeless, individuals and families, families with children, veterans and their families, and unaccompanied youth make the transition to permanent housing and independent living. There are no permanent supportive housing programs located in the City. The City's role has been to provide CDBG funding to agencies that provide services and housing to the homeless populations including Family Promise (emergency shelter for families); Comal County Crisis Center (DV shelter); San Antonio Food Bank; The Salvation Army; and Connections (emergency shelter for homeless and runaway youth). Local faith-based organizations also provide specific assistance to those in need as they are able. The lack of resources for homeless housing and services is an unmet need in New

Braunfels.

The City will continue to participate in the local homeless coalition, sponsor meetings and discussion groups around the issues of homelessness and provide an opportunity for agencies to apply for CDBG funding on an annual basis.

**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 programs that address housing and service issues.

As part of the Continuum of Care planning with the Comal County Homeless Coalition, the City will work with service and housing providers to develop mechanisms that prevent discharge from public institutions into homelessness. As resources are limited, agencies will continue to investigate housing options in nearby larger communities such as Austin and San Antonio.

### **Discussion**

The City of New Braunfels does not receive Continuum of Care or ESG funds but supports agency efforts by providing CDBG funds when possible.

In PY 2019 the City is assisting low-income and/or homeless persons by providing CDBG funding to agencies that provide supportive services to victims of domestic violence, food assistance, emergency rental and utility assistance, services to abused and neglected children, Meals on Wheels for elderly/disabled individuals, and activities at the Westside Community Center including budgeting and meal planning.

The City will also provide financial support to programs that assist elderly and/or disabled homeowners living on a fixed income who are often unable to afford to maintain their homes, which puts them at risk of becoming homeless.

The City of New Braunfels does not receive HOPWA funding.



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

### **Introduction:**

Affordable housing remains a high priority. Rising costs of construction, the availability of financing and the demand for a limited amount of land have combined to constrain affordable housing production. The result is significantly higher costs for housing when incomes are not rising at the same pace.

**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**

### Impediment 1: Lack of Fair Housing Awareness

- Include a fair housing information component to all CDBG public hearings and meetings and conduct 2 activities during Fair Housing month
- Maintain on its website a posting about the Fair Housing Ordinance and how residents can file a complaint
- City will continue to enforce the Fair Housing Ordinance and have a designated Fair Housing Officer

### Impediment 2: Lack of Transportation Options

- During the next 5 years, City will investigate the viability of developing and managing a public transit system
- During the next 5 years, City will investigate developing partnerships with other transit providers to increase access to public transportation

### Impediment 3: Lack of Affordable Housing

- City will continue to provide minor home repair to owner-occupied housing for low- mod income owners, particularly the elderly and disabled. At least 40 houses will receive minor home repairs during the next 5 years
- City will continue discussions with the PHA to identify other affordable housing options
- The City will support viable Low Income Housing Tax Credits projects
- City will approve viable applications for funding by non-profits to provide down payment and closing cost assistance to 1st time low-mod income homebuyers
- During the next 5 years, City will assess its current development and zoning ordinances to

determine remedies to the shortage of affordable housing new construction

Impediment 4: Lack of Affordable and Accessible Housing Units

- City will fund viable home repair programs to provide assistance with accessibility modifications for low to moderate income homeowners. In PY18 funding will be provided for 15 home repair projects
- City will investigate all complaints filed by or on behalf of a disabled person who has been not allowed to make reasonable accessibility modifications, or to have a service animal or caregiver in their unit

Impediment 5: Lack of Financial Independence and Job Opportunities

- In the next 2 years, City will investigate the Section 108 program as a means to develop new employment opportunities for low-mod income residents
- City will continue to use CDBG funds to support local social service agencies that provide job training, employment services and other social services for low-mod income residents

Impediment 6: Lack of Amenities in Low-Moderate Income Neighborhoods

- In the next 5 years, City will invest CDBG, Capital Improvement, and general funds into the upgrades to the infrastructure and facilities in the areas of low-income and minority concentrations.
- The City will investigate the viability of providing incentives to chain grocery stores and big box stores in the area. During the next 5 years, the City will negotiate with at least 2 new private ventures that will benefit residents in low-mod areas

**Discussion:**

The AI did not identify any barriers to resulting from the public policies. However City will assess its current development and zoning ordinances to determine barriers to affordable housing development and increase incentives for affordable housing development. The City is committed to educating businesses, landlords and residents about fair housing through workshops and community meetings as well as maintaining a Fair Housing Officer to assist with complaints.

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

### **Introduction:**

The following actions will be undertaken to address obstacles to meeting underserved needs, foster and maintain affordable housing, reduce lead based paint hazards, reduce the number of poverty level families, and develop institutional structure.

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

Requests for funding far exceed the available entitlement dollars received by the City of New Braunfels. The City will continue to partner with non-profit agencies to leverage its CDBG allocation so that the maximum benefit is achieved. The City will facilitate an annual Stakeholders Meeting and participate in the Comal County Homeless Coalition to identify unmet needs and to strategize on how to meet those needs.

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

The City will continue to support development of affordable housing by providing flexibility in its development standards that encourages the industry to seek community partners. The City will fund a minor home repair program with repairs and improvements geared toward maintaining the house in a decent condition. The City will support Low Income Housing Tax Credit applications when the project is compatible with the Comprehensive Plan.

The City is currently reviewing recommendations provided by a recent Workforce Housing Report such as supporting the construction of income-restricted multi-family rental units, seeking out non-profit housing developer partners, and public agency incentives for new housing in target price ranges such as reduced impact fees, infrastructure support, and streamlined project reviews.

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

Lead-based paint hazard identification and reduction strategies include education, outreach, and conformance with 24 CFR Part 35 regulations. The City distributes and maintains documentation of required information for homes built before 1978, including the EPA Lead-based Pamphlet, Notification of Lead Hazard Evaluation, and Notification of Lead Hazard Reduction. The City funds a minor home repair program and a housing rehab program through subrecipient agencies. Lead-based paint information is included in the application package and agency staff discusses lead-based paint issues with the applicants.

City will coordinate with Comal County Health Department to review addresses of proposed housing projects to determine if the location is a housing unit in which children have been previously identified as lead-poisoned. Additionally, the City will require lead-testing from qualified lead inspectors for proposed housing projects for housing built prior to 1978 in which the household includes children aged 5 or under.

Positive test results will be reported by City to Comal County Health Department so that the County may then initiate their lead-testing protocol.

As applicable, a lead hazard remediation plan must be included with the scope of work that is submitted to the City by the CDBG-funded subrecipient prior to project approval. A notice to proceed will not be issued by City until a qualified lead inspector verifies that the identified lead hazard has been abated.

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

New Braunfels addresses the problem of poverty through its strategic goals. Through a holistic approach that combines safe, decent affordable housing for low to moderate income families with social services, education, access to health and employment, the City strives to reduce the poverty rate. The City, as lead agency in the implementation of the Consolidated Plan, will coordinate with local organizations to ensure that goals are met and will continue to provide assistance to agencies that provide services to poverty-level households.

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

The City will continue to make entitlement funds available to the community through issuance of subrecipient agreements. The City provides subrecipient training during the application phase, prior to the execution of Subrecipient Agreements and is available for technical assistance if needed. The City distributes updated information on CDBG funded programs to subrecipients when appropriate. The City will maintain its webpage with up-to-date information as a resource for other city departments, general public and service/housing providers. The City is committed to meeting regularly with interested citizens and stakeholders to discuss community development issues.

The City recognizes the need to provide increased outreach to minority and non-English speaking residents. In an effort to reach these populations, the City will hold public hearings and community meetings at the Westside Community Center and churches or facilities located in low-moderate income areas.

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

In PY19, the City will fund programs for CASA, Family Life Center, San Antonio Food Bank-New Braunfels location, River City Advocacy, Meals on Wheels, Senior Center Minor Home Repair program; Habitat Homeownership Program and Habitat Home Rehab Program.

As the City will be developing its new Consolidated Plan in the Spring of 2020, the City will be requesting input from various City departments, service providers, the New Braunfels Housing Authority, the City's Workforce Housing Action Committee, the Comal County Homeless Coalition, focus groups, and neighborhood associations to ensure that there is awareness of the available resources and provide a

conduit for communication and collaboration.

**Discussion:**

Since CDBG funding basically remains level, relationships are key to the success of housing, economic and community development efforts within the City of New Braunfels. The City will continue to partner with service and housing providers to leverage CDBG funding in assisting the low to moderate residents of New Braunfels.

## Program Specific Requirements

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

**Introduction:**

It is the City of New Braunfels’ policy that at 100% of the CDBG funds will be used to benefit low-moderate income people residing within the city limits. The City sets aside 15% of the allocation to fund public services and 20% to be used for administration of the program. The City’s grant for PY 2019 is \$393,910.

Requests for Proposals (RFP) for CDBG funds are published annually. The application period for PY 2109 was January 22, 2019 to February 19, 2019. This RFP was published in the local newspaper, through email and the application was available on the City’s website. Nonprofit agencies were also contacted by email and regular mail with information on the program and the date of the pre-application workshop. The pre-application workshop was held on January 22, 2019 for all interested agencies and city departments.

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

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

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

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

During PY 19, there are no activities planned that will generate program income. The City has consistently used 100% of CDBG funds to benefit low to moderate income persons or households.