



Travis County Commissioners Court Agenda Request

Meeting Date: October 29, 2013

Prepared By/Phone Number: Christy Moffett 854-3460

Elected/Appointed Official/Dept. Head:

Sherri E. Fleming, County Executive of Travis County Health and Human Services & Veterans Service

Commissioners Court Sponsor: Judge Samuel T. Biscoe

AGENDA LANGUAGE:

Consider and take appropriate action on the request to continue the administration and planning project, social work project and fair housing project of the Community Development Block Grant for the 2013 Program Year with internal HHSVS resources until a decision regarding the PY13 CDBG grant is received, and a fully executed contract is obtained from HUD.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

As part of the mandate from Congress, HUD is required to determine whether Community Development Block Grant (CDBG) grantees carry out their program in a timely manner. If the grantee fails to meet the timeliness requirements for two consecutive years, HUD can reduce the grant amount available for the next program year by the exact amount of the credit balance in excess of 1.5 times the annual grant. For the second year, the County was out of compliance with timeliness, and was offered an informal consultation to discuss the factors that have contributed to its non-compliance. On September 9, 2013, County Judge Sam Biscoe, Sherri Fleming, and Christy Moffett participated in a conference call with HUD Officials from the San Antonio Field Office and Washington, DC. Because of the two week shut-down of the Federal government, a decision regarding the status of the PY13 grant has been delayed, and it is unclear when this information will be made available.

The Department requests permission to use general fund operating resources to cover CDBG expenses until information on the status of the PY13 grant is available. It is necessary to take this action because the program will continue to incur expenses related to the administration and planning, social work and fair housing projects during the current year. If the PY13 grant is received, the general fund expenditures identified as CDBG will be reclassified into grant expenses when there is a fully executed grant contract.

STAFF RECOMMENDATIONS:

Staff recommends approval of using general fund dollars to fund the CDBG program so that it can continue to meet its federally mandated grant obligations, and for clients to continue to receive services while awaiting information on the status of the PY13 grant.

ISSUES AND OPPORTUNITIES:

In past years, there was a normal delay during the first quarter of the year while the grant agreement was being executed. During this time, general fund dollars were used to cover grant expenses and all previous costs were reclassified successfully in years past.

While the status of the PY13 grant is unknown, CDBG staff continue to implement ongoing projects funded by past years' grants, including the Home Rehabilitation project and the Lake Oak Estates Street Improvement project. Additionally, staff are required to complete and submit a variety of planning documents and reports to HUD throughout the program year. The use of general funds allows the administrative and planning staff to continue project management, HUD required activities, and general business activities related to CDBG Administration and Planning.

Finally, the use of general funds will allow clients to continue to receive social work and fair housing services in the unincorporated areas of the county.

FISCAL IMPACT AND SOURCE OF FUNDING:

The Health and Human Services and Veterans Service Department will reallocate funding for costs associated with:

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| Fair Housing project: | \$50,000 |
| Social Work project: | \$18,750 |
| Administrative operating expenses: | \$44,750 |

Fair housing activities costs will come from Funds Reservation #300000722 and will provide dollars for the full year of the social services contract with Austin Tenant's Council totaling \$50,000. This fair housing contract assists CDBG in meeting some its obligations to affirmatively further fair housing, and is key part of our strategy to remain compliant with fair housing regulations. This is a continuation of the PY12 investment made with Austin Tenant's Council.

Social Work project costs will come from HHS General Fund Cost Center #1580010001, salary savings from vacant positions, and will fund the project for the first quarter of the year.

The CDBG administrative operating costs will come from HHS General Fund Cost Center #1580010001, salary savings from vacant positions, and will fund items necessary for the administration of the program, including but not limited to staff salaries, advertisements, travel, mileage and cell phone allowance, and other items needed to meet grant requirements. The total of \$44,750 will fund operating costs for the first quarter of the year.

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to agenda@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.

If the PY13 grant is received, all of the appropriate general fund expenditures will be reclassified as CDBG grant expenditures when the grant budget is established by the County Auditor's office, resulting in a zero impact on the general funds resources.

If the PY13 grant is not received, the Department has identified internal resources to cover the CDBG expenses for the program year and will bring the plan to Court for approval once the Department has received notification from HUD that the grant is being withheld.

REQUIRED AUTHORIZATIONS:

PBO

Cc: Leslie Browder, PBO
Diana Ramirez, PBO
Kathleen Haas, HHS/VS, Finance
Kendra Tolliver, HHS/VS, Finance
Nicki Riley, Auditor's Office
DeDe Bell, Auditor's Office
Janice Cohoon, Auditor's Office
Christy Moffett, HHS/VS, CDBG