



## 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 items related to the Program Year 2012 Consolidated Annual Performance Evaluation Report for the Community Development Block Grant provided by HUD:

- A. Request to approve November 25, 2013 through December 9, 2013 as the 15-day public comment period for the public to review and comment on the draft;
- B. Request to approve a public hearing date on December 3, 2013, at the Travis County Commissioners Courtroom at 9 am to receive public comment; and
- C. Request to approve the advertisement announcing the public hearing date and 15 day public comment period in newspapers of general circulation: Austin Chronicle, Pflugerville Pflag, Hill Country News, Lake Travis View, Oak Hill Gazette, Westlake Picayune, The Villager, Ahora Si, and El Mundo.

### **BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:**

Under the provisions of Title 1 of the Housing and Community Development Act of 1974 (42 USC 5301), the federal government through the U.S Department of Housing and Urban Development sponsors the Community Development Block Grant (CDBG), a program that provides annual grants to cities and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities for low and moderate income persons.

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

The first year that Travis County received CDBG funds from HUD was in 2006. Since then, Travis County receives funds annually through a cycle, or Program Year, which runs from October 1st through September 30th. The Consolidated Annual Performance Evaluation Report provides an overview of Travis County's CDBG performance for the past year including performance measures, project status and fiscal expenditures. In accordance with the Travis County's Citizen Participation Plan, the CAPER is posted annually for public comment for a period of 15 days.

The following timeline is recommended for the development and approval of the PY12 CAPER for on-time submission.

1. Approval of the draft of the CAPER by Commissioners Court on November 19, 2013;
2. Approval of the final CAPER by Commissioners Court on December 17, 2013;
3. The final Submission to HUD on December 19, 2013.

**A.** Each year HUD requires grantees to develop an annual report that documents progress and accomplishments of the CDBG projects and the CDBG program as a whole. This report is called the Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER is due 90 days after program year completion or December 30th of each year.

To be in compliance with the requirements of 24 Code of Federal Regulation (CFR) Part 91 and with Travis County's Citizen Participation Plan (CPP), the public must have a 15-day period to provide comment on the CAPER.

**B.** Travis County's Citizen Participation Plan also stipulates that one public hearing must be held during the 15-day comment period at the Travis County Commissioners Court during the normally scheduled voting session in the traditional public hearing format with oral testimony.

**C.** The advertisement will appear in newspapers of general circulation that target the areas the grant serves. The following papers will be targeted for advertising in English: The Austin Chronicle, Pflugerville Pflag, Hill Country News, Lake Travis View, Oak Hill Gazette, The Villager and West Lake Picayune

To reach the Spanish speaking population the ad will be advertised in the Spanish language newspapers *Ahora Sí* and *El Mundo* .

Please see Attachment A for the proposed advertisement in English and Attachment B for the advertisement in Spanish.

**STAFF RECOMMENDATIONS:**

- A. Staff recommends approval of the 15-day public comment period from November 25, 2013 to December 9, 2013.
- B. Staff recommends approval of the public hearing date to be on December 3, 2013.
- C. Staff recommends approval of the advertisement to notify the public of the comment period and the public hearing for the PY 2012 CAPER.

**ISSUES AND OPPORTUNITIES:**

The CAPER provides an opportunity to assess program effectiveness and to keep the public informed of progress to date.

**FISCAL IMPACT AND SOURCE OF FUNDING:**

A.N/A

B.N/A

- C. Due to the two week shut-down of the Federal government, a decision from HUD regarding the status the PY13 CDBG grant is still pending. It is unclear when this information will be available as HUD has not provided an anticipated response date. In the interim, the advertisements will be paid for with general fund dollars within the HHS/VS current budget, and the expenditures will be reclassified if the PY13 grant is received.

**REQUIRED AUTHORIZATIONS:**

None.

Cc: Steven Manilla, TNR  
Lee Turner, TNR  
Cyd Grimes, Purchasing Office  
Jason Walker, Purchasing Office  
Nicki Riley, Auditor's Office

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Janice Cohoon, Auditor's Office  
Leslie Browder, PBO  
Aerin Toussaint, PBO  
Mary Etta Gerhardt, County Attorney's Office

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## TRAVIS COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

# INVITATION TO COMMENT ON THE DRAFT OF THE PROGRAM YEAR 2012 CDBG ANNUAL REPORT

As part of Travis County's ongoing public engagement related to its Community Development Block Grant (CDBG,) Travis County will make available to the public its Program Year 2012 CDBG annual report known as the Consolidated Annual Program, Performance and Evaluation Report (CAPER).

The CAPER covers a period from October 1, 2012 to September 30, 2013, and describes progress made in carrying out the CDBG projects. This report will be submitted to the U.S. Department of Housing and Urban Development to meet federal requirements.

### COMMENT PERIOD AND DRAFT DOCUMENT

Comments will be accepted for 15 days beginning November 25, 2013 at 8:00 a.m. and ending December 9, 2013 at 5:00 p.m. Beginning November 25, 2013, a draft document will be available for download on the Travis County CDBG page [www.co.travis.tx.us/CDBG](http://www.co.travis.tx.us/CDBG) or available for review at any of the seven Travis County Community Centers:

South Rural Community Center	3518 FM 973, Del Valle
Travis County Community Center	15822 Foothills Farm Loop, Bldg D, Pflugerville
West Rural Community Center	8656-A Hwy 71 W., Suite A, Oak Hill
Northwest Rural Community Center	18649 FM 1431, Jonestown
East Rural Community Center	600 W. Carrie Manor, Manor
Palm Square Community Center	100 N. IH-35, Suite 1000, Austin
Post Road Community Center	2201 Post Road, Suite 101, Austin

### PUBLIC HEARINGS

The public can provide their comments by attending a Public Hearing scheduled for Tuesday, December 3, 2013 at 9:00 a.m. at the Travis County Commissioners Courtroom, 700 Lavaca St., Austin, TX.

### MAILING COMMENTS

The public can also mail their comments to: CDBG Program, Travis County, HHSVS, P.O. Box 1748, Austin, TX 78767 or e-mail them to the CDBG program at [cdbg@co.travis.tx.us](mailto:cdbg@co.travis.tx.us)

For additional information contact Christy Moffett, at [cdbg@co.travis.tx.us](mailto:cdbg@co.travis.tx.us) or call 512-854-3460. To request that an American Sign Language or Spanish interpreter be present at the public hearing, please contact staff at least five business days in advance.

*Travis County is committed to compliance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, as amended. Reasonable modifications and equal access to communications will be provided upon request. Please call 512-854-3460 for assistance.*



EL PROGRAMA DE SUBSIDIOS GLOBALES DE DESARROLLO COMUNITARIO  
(CDBG) DEL CONDADO DE TRAVIS

INVITACIÓN PARA COMENTAR SOBRE LA VERSIÓN PRELIMINAR DEL  
**INFORME ANUAL DEL PROGRAMA CDBG**  
PARA EL AÑO PROGRAMÁTICO 2012

Como parte del proceso continuo del Condado de Travis relacionado con participación pública en el Programa de Subsidios Globales para el Desarrollo Comunitario (conocido como CDBG, por sus siglas en inglés) el Condado de Travis pondrá a disposición del público el informe anual del programa CDBG para el año programático 2012 conocido como el Informe Anual Consolidado de Desempeño y Evaluación (CAPER, por sus siglas en inglés).

El informe CAPER cubre un período desde el 1 de octubre de 2012 hasta el 30 de septiembre de 2013, y describe el progreso realizado en el desarrollo de los proyectos del programa CDBG. Este informe será presentado al Departamento de Vivienda y Desarrollo Urbano de EE.UU. para cumplir con los requisitos federales.

**PERÍODO PARA COMENTARIOS Y DOCUMENTO PRELIMINAR**

Se aceptarán comentarios durante 15 días a partir del 25 de noviembre de 2013 a las 8:00 a.m. hasta el 9 de diciembre de 2013 a las 5:00 p.m. A partir 25 del noviembre de 2013 la versión preliminar del documento estará disponible para ser descargada de la página del programa CDBG del Condado de Travis en internet [www.co.travis.tx.us/CDBG](http://www.co.travis.tx.us/CDBG) o estará disponible para ser consultada en cualquiera de nuestros siete centros comunitarios del Condado de Travis:

Centro Comunitario Rural del Sur	3518 FM 973, Del Valle
Centro Comunitario del Condado de Travis	15822 Foothills Farm Loop, Bldg D, Pflugerville
Centro Comunitario Rural del Oeste	8656-A Hwy 71 W., Suite A, Oak Hill
Centro Comunitario Rural del Noroeste	18649 FM 1431, Jonestown
Centro Comunitario Rural del Este	600 W. Carrie Manor, Manor
Centro Comunitario de Palm Square	100 N. IH-35, Suite 1000, Austin
Centro Comunitario de Post Road	2201 Post Road, Suite 101, Austin

**AUDIENCIA PÚBLICA**

El público puede hacer sus comentarios asistiendo a una audiencia pública programada para el 3 de diciembre de 2013 a las 9:00 a.m. en el edificio Travis County, en la sala "Commissioners Courtroom", 700 Lavaca St., Austin, TX.

**ENVÍO DE COMENTARIOS**

El público también puede enviar comentarios por correo postal a: CDBG Program, Travis County, HHSVS P.O. Box 1748, Austin, TX 78767 o por correo electrónico a CDBG al [cdbg@co.travis.tx.us](mailto:cdbg@co.travis.tx.us).

Para mayor información comuníquese con Christy Moffett a través del e-mail [cdbg@co.travis.tx.us](mailto:cdbg@co.travis.tx.us) o llamando al 512-854-3460. Para solicitar que haya un intérprete en español o de lenguaje americano de señas en alguna de estas reuniones, por favor contacte al personal por lo menos con cinco días hábiles de anterioridad.

*El Condado de Travis está comprometido a cumplir con la Ley de Americanos con Discapacidades (ADA) y con la Sección 504 de la Ley de Rehabilitación de 1973, según su enmienda. Al solicitarlo, se proporcionarán modificaciones razonables e igual acceso a comunicaciones. Si necesita ayuda, por favor llame al 512-854-3460.*

