

CR-05 - Goals and Outcomes

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

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

During PY 2017, League City subrecipients successfully served 931 unduplicated individuals, at 170% of proposed clientele. The services included ultrasound services for 6 extremely low-income pregnant women; counseling for 126 at-risk youth; provision of food and staples for 357 households, including 629 individuals; and rent and/or utility assistance for 60 households, including 180 individuals. Additionally, the City contracted to have design and engineering services for the reconstruction of Vance Street. The services were completed and during the program year, bids were received for the actual construction which will be completed in early PY 2018.

In early PY 2017, League City submitted a pre-application for the Section 108 Loan Guarantee program. The loan that will be requested will be used for the reconstruction of Park Avenue, including the improvement of drainage and the addition of on-street angled parking and sidewalks. The City is awaiting approval for the pre-application in order to submit the formal application to receive the funds to complete the construction. A total of \$154,205.30 was expended in PY 2016 and PY 2017 from PY 2016 funds for the design and engineering.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Code Enforcement	Non-Housing Community Development		Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	10	0	0.00%	0	0	N/A

Domestic Violence Services	Homeless Non-Housing Community Development		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	25	0	0.00%	0	0	N/A
Domestic Violence Services	Homeless Non-Housing Community Development		Homeless Person Overnight Shelter	Persons Assisted	10	0	0.00%	0	0	N/A
Fair Housing Activities	Fair Housing Activities		Other	Other	10	0	0.00%	0	0	N/A
Food Pantry	Non-Housing Community Development	CDBG: \$10,200	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	750	619	82.53%	600	619	100.32%
Health Services	Non-Housing Community Development	CDBG: \$214.34	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	25	6	24.00%	19	6	31.58%
Owner Occupied Housing Rehabilitation	Affordable Housing		Homeowner Housing Rehabilitated	Household Housing Unit	2	0	0.00%	0	0	N/A

Park Improvements	Non-Housing Community Development		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2425	0	0.00%	0	0	N/A
Section 108 Payments	Section 108 repayment		Other	Other	5	0	0.00%	0	0	N/A
Senior Services	Non-Housing Community Development		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	15	0	0.00%	0	0	N/A
Sidewalk Improvements	Non-Housing Community Development		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2425	0	0.00%	0	0	N/A
Storm Water Drainage	Non-Housing Community Development		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2425	0	0.00%	0	0	N/A

Street Improvements	Non-Housing Community Development	CDBG: \$31,429.67	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2425	0	0.00%	2549	0	0.00%
Street Lighting Improvements	Non-Housing Community Development		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2425	0	0.00%	0	0	N/A
Subsistence Payments	Affordable Housing Non-Housing Community Development	CDBG: \$20,615.00	Homelessness Prevention	Persons Assisted	200	60	90.00%	120	180	150.00 %
Transportation Services	Non-Housing Community Development		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	15	0	0.00%	0	0	N/A
Youth Service	Non-Housing Community Development	CDBG: \$14,000.00	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	200	126	63.00%	40	126	315.00%

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

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

The City's expenditures, both CDBG and other expenditures in the CDBG Target areas, addressed the priorities set forth in the Consolidated Plan: rehabilitating existing housing stock; revitalizing older neighborhoods; improving public facilities and infrastructure; supporting private non-profit public services; affirmatively furthering fair housing choice, and improving conditions in the Main St/Park Ave Target Area. One priority that the City was not able to address was encouraging homeownership opportunities. League City is not a HOME Participating Jurisdiction and does not receive sufficient CDBG funds to support a housing rehabilitation or homeownership program. However, Southeast Texas Housing Development Corporation provided funding and manpower to rehabilitate 2 homes in League City during PY 2017, and UMArmy periodically rehabilitates League City houses at no cost to the City. The Main St/Park Ave Target Area (formerly NRSA) is the focus of CDBG expenditures, and during PY 2017 the City reviewed the streets with the greatest need for reconstruction and began reconstructing Vance Street in the Target Area. The work will be completed in early PY 2018. Park Avenue reconstruction, with angled parking and improved drainage is still the highest priority in the area, but will require the equivalent of 5-7 years of CDBG funding. In PY 2017, the City submitted the pre-application for a Section 108 Loan Guarantee to fund the Park Avenue project. Additionally, CDBG and general funds were used to complete the design and engineering for the project. At this point, the City has not received notice from HUD to proceed with the formal Section 108 application. The City affirmatively furthered fair housing by developing a Fair Housing Plan using the Assessment of Fair Housing format in concert with the PY 2017-2021 Consolidated Plan; beginning the improvement of a residential street in the primary low-income/racially diverse neighborhood in the city; providing fair housing information at every public hearing, on the City's website, and to the public service agencies; providing a Fair Housing Officer to receive/investigate/support fair housing complaints and monitor/assess steps toward meeting the strategies laid out in the Fair Housing Plan. City staff is investigating the benefit to the community of creating a fair housing ordinance. Part of the monitoring of Interfaith Caring Ministries is to ensure that the agency is fairly serving all eligible households with emergency rent/utilities and food without discrimination or unequal requirements.

In PY 2017, League City funded 4 public service projects through 3 agencies. Anchor Point applied for and received funding for the first time to support ultrasound services for pregnant teens and young adults without insurance or a doctor. While the CDBG funds supported 6 young women, fewer eligible women than expected came to Anchor Point for services and the eligible costs for the

services were much lower than Anchor Point anticipated. Communities in Schools-Bay Area (CIS) used CDBG funds to support 16% of the salaries for a counselor in each of 3 League City schools – 2 Middle Schools and 1 High School. It was anticipated that 40 CDBG eligible youth would be served, when in fact 126 received services. Interfaith Caring Ministries (ICM) operates a food pantry and provides emergency rent and utility assistance to needy households. CDBG funds supported staff salaries and some of the food expenditures for the food pantry, as well as transportation costs for food delivery to home-bound seniors and disabled. A total of 619 individuals received food and household goods from the food pantry. ICM provided rent and/or utility assistance on a one-time basis to 60 households with a total of 180 individuals. CIS and ICM exceeded their proposed service numbers.

CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG
White	749
Black or African American	171
Asian	9
American Indian or American Native	1
Native Hawaiian or Other Pacific Islander	0
Other	1
Total	931
Hispanic	303
Not Hispanic	874

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

Narrative

Though the subrecipients proposed to serve 779 unduplicated individuals in PY 2017, they, in fact, served 931 (170% of proposed). Of these 48.12% were non-hispanic white compared with 65.6% of the League City's total population. Hispanics comprised 303, or 40.2% of the program participants, but comprise 19.4% of the total city population. An additional, 18.37% were African American compared with 7.2% city-wide. American Indians and Asians comprise 5.6% of the total population and 1.08% of the program participants. Though not directly related to housing, the following represents the total number served by the subrecipients. Of the 931, all were below the median income for household size, and 96.35% were low- to moderate-income, with 67.99% being extremely low-income, 21.91% being very low-income, and 6.44% being low-income (also known as moderate-income). Thirty-three 33 (3.54%) were disabled – 1 youth, 26 receiving food assistance and 6 receiving rent or utility assistance. Just over one-fifth (203 or 21.8%) were in female headed households.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	335,945	104,967.26
Section 108	Section 108	1,678,760	

Table 3 - Resources Made Available

Narrative

It was anticipated that the Section 108 Loan would have been executed in PY 2017, however, the pre-application was not reviewed by HUD during the program year. The City expended a total of \$97,402.96 for PY 2017 projects, including 4 public service projects, the design and engineering for Vance Street infrastructure project, and administration of the program. An additional \$7,564.30 was expended to complete design and engineering for the PY 2016 Park Avenue project. The unexpended public service and administration funds were deobligated and used, with other prior years' available funds to fund PY 2018 activities awaiting PY 2018 contract execution by HUD. The PY 2017 Vance Street project is underway and will be completed in early PY 2018, closing out the activity. Currently, the City has \$39,815.96 in available funding to commit and a total of \$408,060.13 committed but not drawn, for a total \$447,876.09 available to draw. League City ended the year in compliance with the timeliness regulations and expended additional funds for PY 2017 activities after the timeliness check and after September 30. At this time the available funds are 1.34 times the PY 2017 allocation.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Main St/Park Ave NRSA	81	0	Engineering completed but project not completed

Table 4 – Identify the geographic distribution and location of investments

Narrative

Note: The Main St/Park Ave area is no longer a designated NRSA, however eCon will not allow editing of the Target Area name at this point and has pre-populated the name with NRSA.

The Park Avenue reconstruction is on hold until the Section 108 Loan Guarantee application has been approved by HUD and the loan executed. The City began the reconstruction of Vance Street in the Main St/Park Ave Target Area, but the project has not been completed.

Leveraging

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

There are no matching requirements for the CDBG program. However, the City of League City provides leveraging and matching funds for its CDBG grant through the salaries of several employees, including the City's Planning Manager who oversees the CDBG program; Engineering and Public Works staff who oversees the street reconstruction projects, including Vance Street; the Finance and Purchasing staff who maintain all of the financial records and process payrolls and accounts payable; the Legal staff who review all contracts and other legally-binding documents. An estimated \$25,000 in non-reimbursed salaries has been expended to match the CDBG allocation.

Additionally, the City reimburses its public service subrecipients for only a part of the actual cost of services to only a small number of eligible program participants served. Anchor Point's ultrasound equipment costs approximately \$300 per patient for the amortized purchase cost and operations. This totals \$1,800 in program match.

Communities in Schools is funded for 16% of the salaries of a counselor at each of three participating schools. Approximately 60% (\$52,500) of each counselor's time each month is spent with all CDBG-funded youth. Given that their allocation was \$14,000, \$38,500 of salary match is provided for the program. Interfaith Caring Ministries (ICM) receives CDBG funding for its food pantry's staff. The actual food and household goods are supplied to CDBG-funded individuals to match the CDBG allocation. Interfaith Caring Ministries also provides partial rent and/or utility assistance to households in need. Their CDBG-funded support is limited to 56.6% of the Director of Client Services and none of the Client Services Assistant salaries. The agency provides matching funds of \$12,815 for the salaries and benefits. Additionally, ICM provides \$83,776 in matching funds for direct services (emergency rent/utility payments) for CDBG-eligible clients, including CDBG-funded clients. Operating cost match for both ICM programs total \$10,282. In total, the City and its subrecipients provided approximately \$75,582, or 22.5% of the CDBG program allocation for PY 2017.

CR-20 - Affordable Housing 91.520(b)

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

Due to the limited amount of CDBG funding and the lack of HOME and ESG funds, the City of League City is not able to provide affordable housing units to homeless, non-homeless, or special needs populations. The only way in which the City assists the non-homeless is to assist the precariously housed by providing one-time rent and/or utility assistance to prevent eviction or loss of water, gas, and electricity.

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	0	0
Number of non-homeless households to be provided affordable housing units	0	0
Number of special-needs households to be provided affordable housing units	0	0
Total	0	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Acquisition of Existing Units	0	0
Total	0	0

Table 6 – Number of Households Supported

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

Without adequate funding, the City had no goals for addressing the affordable housing issues. The City provided funding to Interfaith Caring Ministries to help prevent homelessness by providing rental and/or utility assistance once annually to those in danger of eviction or loss of utilities. The PY 2017 goal was to serve 120 individuals in 40 households. Instead, the CDBG funds served 180 individuals in 60 households. Additionally, Interfaith Caring Ministries received CDBG funds to support its food pantry to provide food and staples to those in need, freeing up some money to be used for rent and utilities, thus reducing the risk of homelessness

or living in unsafe conditions. Interfaith Caring Ministries used CDBG funds to help support 619 individuals in 357 households with food and staple items.

Discuss how these outcomes will impact future annual action plans.

Without a local program to provide affordable housing options to the low-income, the City has been unable to address the issue in any meaningful way. Future work will include seeking housing partners, particularly partners to rehabilitate aging residences through alternative funding mechanisms. In PY 2017, Southeast Texas Housing Development Corporation used other funds to rehabilitate 2 homes in League City. It is anticipated that the agency will repeat the program in the future, however no funds were allocated for rehabilitation in League City for PY 2018. Once the Section 108 Loan is received, the City will revisit the feasibility of a housing rehabilitation program funded with CDBG dollars freed from infrastructure projects. However, a reliable partner is required as the City is not able to manage the project on its own. Additionally, both the emergency rent/utility program and food program expended all funds prior to the end of the program year, and the City will increase their allocation as funds permit in order to serve more households.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	0	0
Low-income	0	0
Moderate-income	0	0
Total	0	0

Table 7 – Number of Households Served

Narrative Information

Due to the limited amount of CDBG funding and the lack of HOME and ESG funds, the City of League City is not able to provide affordable housing units to homeless, non-homeless, or special needs populations. The only way in which the City assists the non-homeless is to assist the precariously housed by providing one-time rent and/or utility assistance to prevent eviction or loss of water, gas, and electricity. During PY 2017, Interfaith Caring Ministries utilized the City’s CDBG funds to provide emergency rental and/or utility assistance to 60 households (180 individuals) as a means to prevent or postpone homelessness. Of these, 63.9% were extremely low-income and, as a result, considered precariously housed. Additionally, Interfaith Caring Ministries received CDBG funds to support its food pantry to provide food and staples to those in need, freeing up some money to be used for rent and utilities, thus reducing the risk of homelessness or living in unsafe conditions. Interfaith Caring Ministries used CDBG funds to

help support 619 individuals in 359 households with food and staple items. Of these, 68% were extremely low income and could be considered precariously housed.

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

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

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

None of the CDBG funds in PY 2018 were allocated to homeless assistance. However, Communities in Schools served 6 homeless youth in PY 2017 to provide assessment, counseling and referrals to the youth and their guardians. Those unaccompanied youth who have aged out of foster care are directed to services that can provide supportive housing.

Addressing the emergency shelter and transitional housing needs of homeless persons

There are no emergency shelters or transitional housing programs in League City. Any of the City's subrecipient clients who are in need of shelter or transitional housing are referred to programs in Harris County. In the past, Bay Area Turning Point has received funding from CDBG for its domestic violence shelter, however, in PY 2017 no funds were requested. The City's Police Department works closely with Bay Area Turning Point to refer or escort victims of domestic violence or sexual assault to the shelter.

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

The City funds Interfaith Caring Ministries (ICM) with \$10,200 for its food pantry to help the extremely low income avoid having to make a choice between food and housing. Additionally, ICM was provided \$20,614.80 in CDBG funds to prevent homelessness by providing emergency rent and/or utility assistance to low- to moderate-income households. ICM provided food and household goods to 619 individuals and emergency rent and/or utility assistance to 180 persons in 60 households.

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 no facilities or services in the League City area for homeless persons making a transition to permanent housing.

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

Actions taken to address the needs of public housing

There is no public housing in League City, nor any public housing authority that provides Section 8 Housing Choice Vouchers for League City. Currently no Harris County, Texas City or City of Galveston Section 8 programs have client households in League City rental units.

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

Not Applicable – there are no public housing residents in or near League City

Actions taken to provide assistance to troubled PHAs

Not Applicable – there is no PHA in League City

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

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

Leading into PY 2017, the City completed a Fair Housing Plan with a 5-Year Consolidated Plan, which assessed the negative effects of public and private policies that serve as barriers to affordable housing and impediments to fair housing. A strategy to address the negative effects was laid out. During PY 2017, the City improved the return on residential investment by beginning the reconstruction of a deteriorated residential street that's condition was lowering housing values. The design and engineering for the total revamping of Park Avenue – reconstruction with improved drainage for the neighborhood and angled parking – was completed and the Section 108 Loan pre-application was submitted to HUD for carrying out the planned improvement. This will greatly enhance the return on residential investment in the area that is predominately owner-occupied and all single family with the exception of one small mobile home park. City staff is investigating the benefit to the community of creating a fair housing ordinance. The Main Street Redevelopment Plan, which includes the Main St/Park Ave Target Area includes plans for mixed use developments and mixed income housing. The City is investigating the best methods for providing incentives to developers to ensure that the plans are financially possible.

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

The City uses CDBG funds to support the primary needs in the community: emergency rent and utility payments for those in danger of eviction or loss of power, gas, or water; food and household goods for those who cannot afford to feed themselves or their families without assistance; monthly delivery of the food from the food pantry to the home-bound elderly and disabled; and counseling to at-risk youth and their families to reduce truancy, dropping out of school, failure, or risky behaviors by the youth and provide assistance to the families in finding services and housing. Several of the students served by Communities in Schools are homeless, either on their own or part of a homeless family, and counselors work with the individual students and families to address their needs.

Unfortunately, the suburban nature of League City results in it not being cost effective for social service and housing agencies to locate in or near the city. Most of the services are located in Houston and there is no public transportation from League City to the Houston agencies.

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

No actions were taken to reduce lead-based paint hazards as the City did not expend any funds on housing activities. Southeast Texas Housing Development Corp rehabilitated 2 homes in League City and ensured that all lead-based paint regulations were followed.

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

Though League City has 5.1% of its households below poverty versus the MSA at 12.3%, the City is concerned with those who are living below poverty. The City's Economic Development Council works to encourage small businesses and to bring in large corporations that can employ unskilled and skilled labor. The health care industry in League City is growing dramatically with regional hospitals and medical care. These are employing individuals who were unemployed or underemployed. All construction projects seek Section 3 businesses and the City assists individuals to become registered as a Section 3 business. For the only construction contracts awarded in PY 2017 through CDBG or other funding, no Section 3 companies responded, nor did the work require the hiring of new employees for the positions. However, the City strives to seek Section 3 companies and to encourage hiring Section 3 employees. No direct actions were taken to reduce the number of poverty-level families. CIS counsels the at risk students to prevent dropping out and encourages and assists them in receiving higher education that will provide income above the poverty level.

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

City staff attended a number of CDBG trainings and conferences and on-line trainings/webinars during the year. Other City departments continue to participate in the planning and coordination of planned public infrastructure projects using CDBG funds. The City works closely with its subrecipients to ensure that their activities meet all federal requirements and that they coordinate with one another when appropriate. City staffmembers and elected officials work closely with H-GAC, the regional Council of Governments, and neighboring entities, particularly in the area of transportation, hazard mitigation, and disaster recovery.

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

There are few social service agencies in League City and no public or private housing agencies. The City works closely with the public service agencies in the area. Three agencies, 2 receiving CDBG funding and 1 not applying, are located in the Main St/Park Ave Target Area and are involved in the activities to improve the neighborhood. The City has a close relationship with Southeast Texas Housing Development Corporation which has provided funds and labor to rehabilitate housing periodically in the city. In PY 2017, SETH rehabilitated 2 homes. In the past the City has coordinated with UMArmy for volunteers to rehabilitate homes, however the agency is regional and has not had the capacity to work in League City recently. The City is

working to encourage more work by UArmy in the city.

Coordination between the City and its social service subrecipients has been strong. Additionally, the City, especially the Police Department, has a very close working relationship with Bay Area Turning Point, a domestic violence shelter. In the past Bay Area Turning Point has applied for and received CDBG funding from League City. Recently, other funding sources have filled the gap for them, but they continue to work with the City in addressing the needs of the victims of domestic violence and sexual assault.

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

The City took the following actions to overcome the effects of any impediments identified in the PY 2017 Fair Housing Plan:

1. Enhance living conditions through public improvements – completed the design and engineering for a major reconstruction/enhancement of Park Avenue, a mixed land use street providing access to the residential neighborhood; and began the reconstruction of Vance Street, a residential street in the Main St/Park Ave Target area, which is an area with the highest percent of minorities, particularly low-income minorities.
2. Enhance financial independence and job opportunities – funded Communities in Schools to provide drop-out prevention and reduce at-risk behaviors to prepare the students for higher education and enhanced income, including 77 minority and one disabled youth, all of whom were low- to moderate-income. Additionally, the City supported Interfaith Caring Ministries in providing emergency rent/utility assistance and food assistance to 799 individuals, of which 402 were minority, 27 were disabled and 117 were in female headed households. By, reducing their expenses, even temporarily, they were able to weather the financial storm and prevent immediate eviction or other financial crises.
3. Repair or retrofit owner-occupied housing – though not using CDBG funds, the City was provided services by Southeast Texas Housing Development Corporation which rehabilitated one home and retrofitted another for elderly minority home owners.
4. Conduct code enforcement activities in minority and low-income neighborhoods – using General Funds, the City continued to provide code enforcement throughout the entire city, including the areas of high concentrations of minorities and/or low- to moderate-income households.
5. Fair Housing Officer – The City continued to maintain a Fair Housing Officer to address questions and concerns as well as investigate fair housing complaints and maintain records of fair housing issues. No questions, concerns, or complaints arose.
6. Educate public – During PY 2017, the City conducted 3 public hearings for the CDBG program and presented fair housing information at all 3.

CR-40 - Monitoring 91.220 and 91.230

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

The monitoring process is an on-going one of planning, implementation, communication and follow-up and is outlined in detail in the CDBG Policies and Procedures Manual. A major component of the monitoring process is the review of all documents submitted with the monthly or quarterly reimbursement requests. These documents include all financial supporting documentation as well as client information and agency staffing information. Each document is carefully reviewed and any concerns or questions are directed to the submitting agency. No funds are reimbursed until all documentation is in order.

Under normal circumstances, on-site monitoring is conducted annually to semi-annually. However, if the activity or program is considered to have a high-risk of non-compliance, a more frequent monitoring schedule is developed based on the nature of the activity being performed. High-risk programs include programs undertaken by any one subrecipient or City department for the first time, housing rehabilitation, agencies conducting multiple activities, and programs undertaken by an agency or department with a history of staff turnover, reporting problems, or monitoring findings. The City uses the HUD monitoring checklists as a starting point and expands on those to include local requirements.

For construction contracts, the City monitors the weekly certified payrolls, conducts employee interviews of at least one employee per job description, and monitors the job site for proper EEOC postings and federal-funding signage as well as work quality. The Public Works Department monitors the projects on a regular basis. The City encourages the hiring of Section 3 employees and when a contractor indicates that such an employee has been hired, the City interviews him/her to ensure that the employer's information is correct.

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

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

PY 2017 was the first year of League City's new Consolidated Plan. During PY 2016 in preparation of the Consolidated Plan, the City ensured that residents and stakeholders had ample opportunity to participate in the planning process. The City provided Consolidated Plan and Fair Housing surveys in English and Spanish for residents and other interested parties to complete. Both were advertised and available in paper form or on-line through survey monkey. Both surveys were available on-line as well as paper copies available at City Hall, the City Hall Annex and the public library. All three locations are less than a half-mile from the Main St. Park Ave. Target Area and is easily accessible to all residents, particularly those in the CDBG-eligible areas. Public notices for the surveys included links to on-line access and physical locations for acquiring paper copies. In addition, the City conducted two public hearings for the Consolidated Planning Process and Fair Housing Planning Process. During all annual public hearings for the CDBG program, priority needs, recommended funding with CDBG, and fair housing are topics for educational purposes and to elicit input from the attendees. The City also contacted a number of agencies, organizations, and stakeholders in the development of both the Fair Housing Plan and Consolidated Plan.

During PY 2017, the City hosted a number of public hearings in preparation for PY 2018. Each year the City hosts two public hearings for the Annual Action Plan. In addition to these two hearings, the City also conducted three hearings for the Section 108 application and one hearing for the PY 2017 Annual Action Plan amendment. The Main St./Park Ave. planning process began approximately 5 years ago for all the activities regardless of the funding source. Public participation was sought for all of the planning and informational meetings and the input has been instrumental in determining the City's plans for its Section 108 Loan application and its CDBG funding.

Public comment periods for CDBG activities are 30 days for the Annual Action Plans and any amendments, 18 days for joint FONSI/NOIs when RROFs are required, and 15 days for CAPERs. All notices are published in the general circulation paper, on the City's website and at City Hall and the public library. Notices for public hearings are published in English and Spanish at least 72 hours in advance of the hearing. City Council meetings give interested parties an additional opportunity to comment of the CDBG program at any time and on pending council action on the day of the meeting.

Due to the location of League City adjacent to the fourth largest city in the nation, the entire jurisdiction has cable, internet, and 4G cell coverage. Comcast/Xfinity, Dish, Direct TV, and

Frontier cover the entire League City area and all have service plans that include internet access. Cell phone coverage is throughout the city regardless of the provider. Most of the services are available for less than \$10/month for those with limited income. Additionally, the City has a municipal access channel that provides governmental and educational information and streams council meetings and other municipal meetings. All the council meetings are archived. At this time, the CDBG public hearings are not recorded but may be in the future. Additionally, the City is not posting CDBG information on Facebook or other social media but is investigating the possibility and production value of doing so.

The City reviews its Citizen Participation Plan annually to assess the need for any changes.

For this CAPER, the City posted a notice on November 27, 2018 opening the public comment period through December 12, 2018. The notice was posted in the general circulation newspaper, and at City Hall, City Hall Annex, Library, and Interfaith Caring Ministries.

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

The City’s program objectives have not changed, however the implementation of the Park Avenue reconstruction and improvement program has been significantly delayed while awaiting approval of the Section 108 pre-application in order for the City to move forward with the formal application and receipt of the loan fund.

Each year the City opens its process up to all eligible public service agencies. In the past the City received three applications each year – one from Communities in Schools – Bay Area; and two from Interfaith Caring Ministries for the food pantry and rent/utility assistance to needy households. In earlier years Bay Area Turning Point domestic violence service center and shelter periodically submitted an application and was funded. In 2017, they opted to not request funds due to the receipt of other grants. For the first time, Anchor Point submitted an application and was funded in PY 2017 to provide ultrasound services to pregnant teens and women who are low-income and without insurance. League City funded their project with CDBG dollars. Unfortunately, they were unable to expend all of the funds allotted and they opted to not submit a PY 2018 application. The City strives to seek other public service or affordable housing agencies to fund, but due to the suburban nature of the community there are few agencies in the area.

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

No.

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

Not Applicable