



# City of Pflugerville

## Minutes - Final

### Community Development Block Grant Advisory Committee

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Monday, December 7, 2015

7:00 PM

100 E Main St., Suite 500

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#### Regular Meeting

#### 1 Call to Order

Staff Present was: Emily Barron, Planning Director; Trey Fletcher, Assistant City Manager; Jeremy Frazzell, Senior Planner; Erin Sellers, Planner II, Chuck Foster, Planner I, Dan Franz, City Engineer; and Dana Lively, Administrative Technician I.

Chairman Blackburn called the meeting to order at 7:03 p.m.

Present 6 - Chairman Rodney Blackburn, Vice Chairman Kevin Kluge, Commissioner Drew Botkin, Commissioner Daniel Flores, Commissioner Rachel Nunley and Commissioner Geoff Guerrero.

Absent 0

#### 2 Discuss and Consider

The P & Z Commission serves as the CDBG Advisory Committee and this item will be discussed during the regular P & Z meeting.

**2A**    [2015-4476](#)

Discuss and consider recommending approval of the Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER) for Program Year 2014.

Emily Barron, Planning Director, presented this item.

The CDBG program provides annual grants on a formula basis to entitled communities to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons. The City of Pflugerville became an entitlement community in 2013 and developed the first 5-year Consolidated Plan and Annual Action Plan in 2014. The Consolidated Plan serves as the application to the United States Department of Housing and Urban Development (HUD) for CDBG funding. The Consolidated Plan is designed to aid local jurisdictions in assessing their housing and community development needs and priorities. The priorities established by the Consolidated Plan are carried out through actions and activities each year as established in the Annual Action Plan.

At the end of each program year entitlement communities are required to submit a Consolidated Annual Performance and Evaluation Report (CAPER) to Federal Department of Housing and Urban Development (HUD). This report is a summary of the activities completed during the program year. This CAPER is a reflection on the 2014 Program Year which began on October 1, 2014 and ended on September 30, 2015. During this program year the City completed two projects: Youth Recreation Scholarship Program, which aided 30 children within the community to attend the Parks Summer Camp and dance classes and the second project included an upgrade and accessibility improvements to Windermere Park playground.

The projects completed utilized \$71,996.19 of the \$232,501 granted to the City for Program Year (PY) 2014. Due to changing demographics projects anticipated in the Action Plan to be complete during this program year could not be accomplished. Remaining funding from PY2014 will be incorporated into the funds for PY 2015 and alternate projects will be proposed. In order to meet submittal requirements established by HUD, action by the City Council is requested no later than December 8, 2015.

There is no direct financial impact to the City's operating budget for participating in the CDBG program. At this time the City has not opted to utilize the administrative allowance offered by HUD, which is a maximum of twenty percent of the overall allocation. Staff resources will remain unchanged in the general fund and all of the CDBG allocated funding will be used on projects. Therefore, staff recommends approval.

Chairman Blackburn made a motion to recommend approval of item 2015-4476 as read. Commissioner Flores seconded the motion. All in favor. Motion carried.

### 3 Adjourn

Chairman Blackburn made a motion to adjourn the meeting at 8:57 pm.  
Commissioner Flores seconded the motion. All in favor. Meeting adjourned.

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Rodney Blackburn, Chairman  
Planning and Zoning Commission

Respectfully, submitted on the 4th day of January, 2016.