

Community Development Council

Armando Barrera, Chairman

Paul Villarreal, Vice-Chairman

Kelly Norquest

Johnny Rodriguez

Delma Cavazos

Albert Garza

Elizabeth Martinez

Jay Regalado

Jesse Pena

Kerry D. De la Fuente

Hugo E. Leal

Community Development Council Virtual Meeting

January 28, 2021 12:00 p.m.

- 1. Call meeting to order and conduct roll call
- 2. Public Comments

Due to the COVID-19 pandemic, the City has established a telephone number for residents who desire to make public comments virtually during the meeting. If you would like to participate virtually under public comments you must submit a request beginning at 8:00 a.m. the day of the meeting by (a) sending an email to cdbgpubliccomments@cityofedinburg.com or (b) calling the Community Development/Grants Management Department at 956-388-8206. All requests must be received no later than 30 minutes before the start of the Community Development Council meeting. Your request should include your name, address, and telephone number. We kindly ask for everyone's cooperation in following this procedure.

- 3. Consider approval of March 25, 2020 and May 7, 2020 meeting minutes
- 4. Consider excusing members for being absent at the May 7, 2020 meeting
- 5. Discussion on FY 2021-2022 Annual Action Plan Process and Schedule
- 6. Discussion on CDBG-CV3 Special Allocation, Second Substantial Amendment to the FY 2019-2020 Annual Action Plan Process and Schedule
- 7. Other Business
- **8.** Adjournment

PERSONS WITH DISABILITIES OR NON-ENGLISH SPEAKING WHO NEED TO COMMUNICATE MORE EFFECTIVELY WITH CITY OFFICIALS AND WHO MAY NEED AUXILIARY AIDS OR SERVICES SUCH AS INTERPRETERS FOR PERSONS WHO ARE DEAF OR HEARING IMPAIRED ARE ASKED TO CONTACT THE OFFICE OF THE CITY SECRETARY AT (956) 388-8204 OR RELAY TEXAS AT 800-735-299 (TTY) OR 711 (VOICE) AT LEAST THREE WORKING DAYS PRIOR TO ANY MEETING SO THAT APPROPRIATE ARRANGEMENTS CAN BE MADE.

STATEMENT OF NON-DISCRIMINATION: THE CITY OF EDINBURG DOES NOT DISCRIMINATE ON THE BASIS OF AGE, RACE, SEX, SEXUAL ORIENTATION, GENDER IDENTITY, MARITAL STATUS, FAMILIAL STATUS, COLOR, NATIONAL ORIGIN, RELIGION, DISABILITY OR ANY OTHER LEGALLY PROTECTED STATUS IN ADMISSION TO, ACCESS TO, OR OPERATIONS OF ITS PROGRAMS, SERVICES, OR ACTIVITIES.

PERSONAS CON IMPEDIMIENTOS O QUE NO HABLAN INGLES, QUIENES NECESITEN COMUNICARSE MAS EFECTIVAMENTE Y QUIENES NECESITEN ASISTENCIA PARA ENTENDER O INTERPRETES PARA COMUNICARSE PUEDEN SER REQUERIDOS CONTACTANDO A LA OFICINA DE LA SECRETARIA DEL MUNICIPIO AL TELEFONO (956) 388-8204 O RELAY TEXAS 1-800-735-2989 (TTY) O 711 (VOZ) CON TRES DIAS LABORABLES PREVIOS A CUALQUIER JUNTA PARA PODER HACER LOS ARREGLOS CORRESPONDIENTES.

DECLARACIÓN DE NO DISCRIMINACIÓN: LA CIUDAD DE EDINBURG NO DISCRIMINA SOBRE LA BASE DE EDAD, RAZA, SEXO, ORIENTACIÓN SEXUAL, IDENTIDAD DE GÉNERO, ESTADO CIVIL, ESTATUS FAMILIAR, COLOR, ORIGEN NACIONAL, RELIGIÓN, DISCAPACIDAD O CUALQUIER OTRO ESTADO LEGALMENTE PROTEGIDO EN LA ADMISIÓN, EL ACCESO O LAS OPERACIONES DE SUS PROGRAMAS, SERVICIOS O ACTIVIDADES.

I hereby certify this notice of meeting was posted in accordance with the Open Meetings Act. V.T.C.A., Government Code, Section 551.041, at the City Offices of the City of Edinburg, located at 415 West University entrance outside bulletin board, visible and accessible to the general public during and after regular working hours. This notice was posted on January 21, 2021 at 2:00 p.m.

1:21:0m city Sec. 1k-

Dalia L. Villarreal, Administrative Assistant



Item #3

Consider approval of March 25, 2020 and May 7, 2020 meeting minutes

MARCH 25, 2020 MEETING MINUTES

COMMUNITY DEVELOPMENT COUNCIL

VIRTUAL PUBLIC HEARING AND MEETING

WEDNESDAY, MARCH 25, 2020, 5:30 PM

MEMBERS PRESENT

MEMBERS ABSENT

Armando Barrera Jesse Pena Paul Villarreal
Kelly Norquest
Johnny Rodriguez
Joe Cantu
Delma Cavazos
Albert Garza
Arturo Cortez
Jay Regalado
Elizabeth Martinez

STAFF

Marissa Garza, Director of Community Development/Grants Management Michelle L. Mendoza, Compliance Manager Dalia L. Villarreal, Administrative Assistant

GUEST

Javier Garza, Director of Parks & Recreation
Shawn Snider, Fire Chief, Fire Department
Eric Molina, Assistant Director of Parks & Recreation
Adriana Rendon, Chief Executive Officer, Edinburg Boys & Girls Club RGV
Alex Guerra, Executive Director, Amigos Del Valle, Inc.
Anita Jenny, Executive Assistant, Amigos Del Valle, Inc.
Pam Voss, C.A.M.P. University
Tiffany Miller, Director of Education, C.A.M.P. University
Veronica Whitacre, Executive Director, CASA of Hidalgo County
Jesus Sanchez, Interim Executive Director, Children's Advocacy Center of Hidalgo County
David Perez, Administrator, Comfort House
Stuart I. R. Haniff, CEO, Food Bank RGV
Omar I. Rodriguez, Manager, Food Bank RGV
Gloria Ramirez, Shelter Manager, Women Together Foundation

OPEN PUBLIC HEARING FOR CITIZEN INPUT ON IDENTIFYING CITY'S NEEDS

The Public Hearing was opened at 5:31 p.m. by Ms. Marissa Garza, Director of Community

Development/Grants Management. Ms. Garza thanked everyone for being patient, and for attending the Virtual Public Hearing. She stated that due to the recent COVID19 pandemic we are holding the Public Hearing virtually. This is to minimize people to people contact, and stop the spread of COVID-19. Ms. Garza went over the proper teleconference etiquette for the public hearing. She stated that she would be chairing the meeting until the Chairman connects into the meeting. She stated that she will be following a list for the presentation. She added that they are limited to 5 minutes each for the presentation. She stated that the floor will be open for questions after the presentations. She stated that once they make their presentations they may disconnect the call. Assistant City Manager Tomas Reyna stated that he was able to enter and exit the meeting with no issues. He asked that everyone on the line should mute their phones to minimize noise. Member Jesse Pena stated that he is on the call. Ms. Garza asked that everyone mute their phones until it is their turn to make their presentations. She added that questions may be asked after the presentation. Ms. Garza asked CDC members to follow the agenda provided in their packets. Ms. Garza asked if there were any citizens present that would like to address the council; however, no citizens were present.

PRESENTATION OF REQUESTS BY DEPARTMENTS

Council members were provided with a binder containing all department and public service agency requests prior to the meeting.

Ms. Garza asked each city department/public service agency to give a brief description of their request for funding.

PARKS & RECREATION DEPARTMENT

Park Canopies Replacement – (\$122,000.00): Remove and replace thirty (30) deteriorated canopies at Municipal and Memorial Parks.

Mr. Eric Molina, Assistant Director of Parks & Recreation, went over Park Canopies Replacement Project. He stated that in 2019 a Master Plan was conducted where citizens were able to express their opinions. He added that one of their requests was the demand for safety in the City Parks. That is why we are requesting to remove and replace thirty (30) deteriorated canopies. He stated that some of the metal canopies at these parks are up to 20 years old. Mr. Molina stated that they are recommending to replace 20 canopies at Municipal Park, and 10 canopies at Memorial Park which are currently the most visited parks in Edinburg.

Ms. Garza asked if these parks are in CDBG Eligible Areas. Mr. Molina responded, yes.

North Park – Fitness Court – (\$147,500.00): The project consists of the construction of a Fitness Court at North Park to include weight lifting equipment, flooring, cement base, and canopies. The Fitness Court consists of permanently affixed exercise and body weight equipment.

Mr. Molina stated that this is an outdoor fitness structure with 30 pieces of equipment with rubber flooring. He stated that this weight lifting equipment has seven steps that allow you to use your own weight as an exercise program. This project also includes a shaded structure above the fitness court, and has a 25-year warranty. Mr. Molina stated that this project has higher priority.

Ms. Garza stated that the City funded a Fitness Court through the FY 2019 CDBG Program to be installed at Municipal Park. Mr. Molina stated that they haven't started the project as of to date.

Mr. Molina stated that he will be forwarding additional information and pictures of the projects to the board.

Ms. Garza stated that there have been some technical difficulties in getting member to chime into the hearing. She asked Ms. Dalia L. Villarreal, Administrative Assistant, to conduct roll call in order to see how many members are participating during the hearing.

Ms. Villarreal conducted roll call with one-member present being Member Jesse Pena.

Ms. Garza asked if Chief Snider was on the call. There was no response. She asked that he unmute his phone. Mr. Jesus Sanchez, Director of Children's Advocacy Center of Hidalgo County, Inc., stated that in order to chime in they need to dial *6 to unmute the phone. Chief Snider thanked Mr. Sanchez for the reminder.

FIRE DEPARTMENT

Chief Shawn Snider stated that they submitted three projects this year.

Wildland/Extrication Protective Clothing – (\$80,000.00): Purchase of 100 sets of Wildland/Extrication Protective Clothing. Protective clothing jacket and pant ensemble. The gear will provide full body protection while fighting grass/wildland fires and while conducting vehicle extrication. This clothing will also protect against blood borne pathogens and body fluids.

Chief Snider stated that this protective clothing is designed outfit the firefighters with Wildland gear. He added that it is different the regular gear they use on a day to day basis. This gear is designed to be used for Wildland and rescue calls. The material is much thinner and cooler. It minimizes the threat to health during Wildland fires by minimizing the heat. It will allow the firefighters to function for longer periods of time. This material is flame and heat resistant. He stated that this project would be third priority.

[Chairman Armando Barrera chimed into the hearing.]

Portable Radios – (\$100,000.00): Purchase of 20 units 800 MHZ P25 digital portable radios for firefighter use. This will include: radio, antenna, speaker, mic, extra battery, and desk charger. Critical information and incident management can only be effective by radio communication with each firefighter.

Chief Snider stated that purchase of these radios is to comply with one of the requirements. We are required to place a radio on every firefighter at every incident. We are in need of more radios to comply that requirement. The will allow the communication between firefighters during an incident. They would be able to hear a signals given to remove people from the hot zone. He added that each radio cost \$5,000.

Chief Snider stated that the purchase of the protective equipment and the radios can be accomplished within 3 months once the project is approved. We will not have any timely issues on spending the funds.

Ms. Garza inquired if these portable radios would be used for firefighters at the newly constructed Fire Substation No. 5. Chief Snider stated that all of the trucks and firefighters are available to be dispatched anywhere in CDBG eligible areas. We are focusing the equipment on the new substation on Davis Road and Expressway 281 which is in a CDBG eligible area.

Bruch/Wildland Truck – (\$195,000.00): Purchase of a new 2020/2021 Diesel 4x4 Brush/Wildland Truck, 400-gallon water tank, 125 PSI pump, bumper turret, storage compartments and oversized tires.

Chief Snider stated that this truck is desperately needed for the new Fires Substation on Northside of Edinburg. We respond to a significant amount of calls North of Monte Cristo Road which is a rural setting. This truck will allow us accessibility into these properties where there are no paved roads or no roads at all. This truck will respond to structural fires down to the grass, vehicle fires, and dumpster fires. This truck is a multi-purpose truck that has 400 gallons of water with a 30-gallon mix of specialty foam which is used for wood, paper and trash fires. The truck will be 4 Wheel Drive, all weather access into any area. He added that this truck would be a great addition to the Station No. 5 area. The project timeline from the time it is ordered to time of delivery would typically be a six-month period. Chief Snider stated that the last time they requested funding was in 2007 for a Fire Truck for Substation No. 3 which is in a CDBG eligible area. He stated that the truck has been a very effective tool in that area. The truck we are requesting will also be very effective in the Northside of Edinburg. Chief Snider stated that this truck is their number one priority for funding.

Ms. Garza thanked Chief Snider for prioritizing the projects. She stated that it is very helpful in knowing the priority because most of the time there is not enough funding for all the requests.

Chief Snider stated that the first priority would be the brush truck then the radios and lastly the protective clothing.

Chairman Barrera stated that all the projects are good. It will be challenging in selecting the projects to fund, but we will do the best that we can.

BOYS & GIRLS CLUB OF EDINBURG RGV (\$60,000.00)

Clearance – (\$80,000.00): Provide funding consists of clearance of approximately 2.6-acre tract of land adjacent to the Legacy Center. The property houses an old dilapidated shed and old swimming pool/well structure. The second step will include the conceptual layout of the future innovation center that will service teen community members.

Ms. Adriana Rendon, Chief Executive Officer, stated that their request is for clearance of a 2.6-acre property that was acquired adjacent to the Boys & Girls Club Facility. The property has a dilapidated structure and an old swimming pool that is in very poor condition. The funds are for the clearance of the structure and the pool and the engineering design for the future center.

Chairman Barrera stated that the project looks like it is ineligible for funding. Ms. Garza stated that based on staff's research the project did not meet the CDBG eligibility criteria regarding the National Object. However, we give everyone the opportunity to present their requests.

Chairman Barrera inquired on what they are planning to do with the property. Ms. Rendon stated that they plan to build a Teen Designation Center. Chairman Barrera stated that staff will look into to the eligibility. Ms. Garza stated that staff will be explained in more detail the criteria and analysis used to come to the determination. She stated that staff will follow-up with the advisory board.

PRESENTATION OF REQUESTS BY PUBLIC SERVICE AGENCIES

AMIGOS DEL VALLE, INC. (\$55,000.00)

Funding request will provide free home delivered meals to forty-two (42) homebound seniors for 251 days to continue living a healthy, productive independent, and self-sufficient lives.

Ms. Anita Jenny, Executive Administrative Assistant, stated that they are requesting \$55,000 to assist forty-two (42) seniors. She mentioned that they provide more than just a meal. We provide them with all the resources that are available to them. Ms. Jenny stated that the meals are prepared in their San Benito facility then transported to the centers. She added that the meals are capped at \$5.31 per meal. She stated that 100% of the funding is for direct service. She added that they utilize the Edinburg Fountain Center for activities and presentations for the seniors. Ms. Jenny stated that they are complying with the County's requirements regarding COVID19 by practicing social distancing and hygiene. Ms. Jenny mentioned that they currently have 2,000 elderly on the waiting list of which 200 are from the City of Edinburg. She stated that they are requesting \$55,000 to expand their current services. This will help us reduce the waiting list for the City of Edinburg. She thanked the board for their continued support.

C.A.M.P. UNIVERSITY (\$11,869.00)

The program provides an opportunity for special needs adults who have graduated high school to continue developing life and social skills. The purpose of this program is to promote independence through social situations, selfcare, job skills training, continued academic study and practical life skills training. Funding request will pay for salary of Education Specialist, Program Leader, Teacher's Aide and Recreational Trainer.

Ms. Pam Voss, Executive Director, stated they are requesting \$11,869 to cover salaries for staff that work directly with the campers. She stated that there are no programs or further education for the special needs children once they graduate high school in our area. We provide an opportunity to continue developing life and social skills. Special needs adults achieve greater independence and ability to deal with and work out academic and social situations successfully. Our goal is to focus on goal setting, life skills, social skills, and job skills. We can't do that without the help from our donors, foundations, and grants. Ms. Voss thanked the board for last year's support.

Ms. Garza stated that this is the first time we fund your agency and it has been very pleasant.

CASA OF HIDALGO COUNTY, INC. (\$10,000.00)

Provide abused and neglected children with support and assistance to secure placements that are safe, permanent and stable. Funding requests will pay for salaries/fringe benefits for Program Director, Volunteer Supervisors, and transportation.

Mrs. Veronica Whitacre, Executive Director, stated that they are requesting \$10,000, an increase of \$2,000 from last year's request. She stated that Court Appointed Special Advocate helps to be the voice in the court system. She stated that they work with ordinary people which are turned into extraordinary people. She stated that Hidalgo County currently has 600 children in the justice system. This past year we took care of 250 who needed a voice with the justice system. Ms. Whitacre stated that during this time with the COVID19 pandemic her staff has continued communicating though the phone, and through zoom. We are keeping up with the parents, foster parents, grandparents, and everyone else involved. She stated that her staff travel through the City of Edinburg to assist nineteen children by keeping up with school visits, therapy visits, and doctor's visits. She added that the funds being requested is for salaries and for transportation.

Ms. Garza asked if anything has changed in their services. Mrs. Whitacre stated that nothing has changed. She added that they did increase the amount due to the amount of children being assisted. She added that they are thankful for their continued support and is looking forward in working with the City next year.

Ms. Garza stated that she understands that the cases have increased and funding is critical. She added that it has been a smooth transition with their staff. Ms. Whitacre stated that the City staff has been available to assist with technical assistance when needed.

CHILDREN'S ADVOCACY CENTER OF HIDALGO COUNTY (CAC)- EDINBURG KIDS PROJECT (\$15,000.00)

The program provides victim support, mental health services, and forensic medical evaluations through the collaborative efforts of DFPS, Law Enforcement and the District Attorney's Office. Child abuse victims will have access to forensic interviews, victim advocacy and support, crisis intervention, mental health services and forensic medical evaluations. The funds will be used to cover the salaries of Family Advocates (FAs), Clinical FAs, Forensic Interviewers, Therapists, and SANE Nurse for direct service benefit. FAs, Forensic Interviewers, Therapists, and SANE Nurse for direct service benefit.

Mr. Jesus Sanchez, Executive Director, stated that CAC is requesting funding to continue assisting children in Edinburg. He stated that they have been in the community for twenty years. The first children that went through our program can now be our police officers, teachers etc. This program was established on June 2000 to serve children from the ages of two to seventeen. Our mission is to provide a child-focused setting and facilitate a multi-disciplinary team (MDT) approach, which supports hope, healing and justice to child victims of sexual, physical, and emotional abuse. We collaborate with the Child Protective Services, law enforcement, and District Attorney's Office to facilitate the investigation of prosecution of child abuse cases. Mr. Sanchez stated that CAC is the first stop for children entering the justice system due to alleged child abuse, severe physical abuse, neglect, or they have been witness to a crime. Our goal is to restore the lives of abused and neglected children. We are in constant communication with CPS and Law Enforcement. We are requesting \$15,000 to serve victims in the Edinburg area. He added that the funds they are requesting will pay for salaries as a direct service. He stated that they will start giving parenting class next year. These classes will help the parents deal with children what have been abused. These services will not be part of the time billed to the City. He stated that they are following all the CDC recommendation for the prevention of the spread of COVID19. Mr. Sanchez expressed how grateful he is for the support given by the City of Edinburg.

Ms. Garza thanked Mr. Sanchez for the services they provide and for being patient during this process. She stated that it is a good thing that he is taking safety measures for the staff and children.

Chairman Barrera thanked Mr. Sanchez for the work that they do. He added that his request will be taken into consideration.

COMFORT HOUSE (10,000.00)

The program provides twenty-four-hour palliative care to the dying. Funding will pay for water and light to care for low income individuals.

Mr. David Perez, Administrator, thanked the board for giving him the opportunity to make this

presentation. He stated that last year 28% of the individuals that were housed were from the City of Edinburg. He stated that the funds being requested are for operations only. We are requesting funding to pay for water and light to make the lives of these people comfortable during the last days in their lives. He stated that they are taking every precautionary measure to comply with the CDC's recommendation. He stated that they will appreciate any consideration on their request.

Chairman Barrera inquired on how many beds they hold in their facility. Mr. Perez stated that they have ten beds.

Ms. Garza asked if the funding he is requesting for utilities. Mr. Perez responded, yes. Ms. Garza asked if he going to prorate the cost based on the number of Edinburg residents. Mr. Perez stated that it costs about \$150 dollars a day for each individual resident. Ms. Garza asked if the \$150 per day include both light and water. Mr. Perez stated that it is what it costs the agency for each resident per day. He stated that the cost will be prorated.

Ms. Garza stated that staff will be reaching out to him in case there is are any questions in regards to the request.

FOOD BANK OF THE RGV – EDINBURG FOOD ASSISTANCE PROGRAM (\$26,811.41)

The program will provide food assistance to Edinburg Housing Authority residents that live at the Edinburg Towers and La Posada Edinburg Housing Authority developments who live at or below poverty level experiencing emergency or chronic food insecurity. Funding will also pay for staffing necessary for the coordination and success of the program.

Stuart I. R. Haniff stated that he is the new CEO for the Food Bank of the RGV. He thanked the board for their continued support for the program. He stated that they are currently very busy with this unprecedented event regarding COVID19. He stated that they are requesting \$18,000 for the food shared maintenance program which represents a huge savings to the City. We are also requesting an additional \$8,000 for a coordinator who will implement the program. He stated that household hunger is a huge issue for households in the RGV. He added that one in seven households struggle with hunger. He asked if anyone had any questions.

Ms. Garza asked if the salary will be prorated based on Edinburg residents. Mr. Haniff stated that it is a part-time coordinator which is prorated. He stated that the amount being requested for salaries is the prorated based on Edinburg residents. Ms. Garza asked if they are still continuing the partnership with the Edinburg Housing Authority (EHA) Residents. Mr. Haniff stated that the partnership is being maintained and will continue with the EHA.

Chairman Barrera inquired on the number of persons being served at the EHA. Mr. Haniff stated that they are aiming in assisting 2,500 seniors and housing residents at the EHA. Chairman Barrera inquired on how often the food gets distributed to the residents. Mr. Haniff stated that the food is distributed on a monthly basis. He added that household hunger is a huge issue. He added that one in seven household struggle with hunger. This is a way to address the food insecurity issue directly. He added that they have had a great success with this program and want to continue helping those most

in need. Mr. Haniff stated that they just don't want to focus on outputs, but also outcomes. We are not just giving out food, but actually trying to break that cycle of hunger and poverty. We want to move people from hunger to health through nutrition.

Ms. Garza thanked him for the presentation and his patience.

SILVER RIBBON COMMUNITY PARTNERS (\$9,000.00)

The program provides financial assistance to the elderly and disabled to help address essential and necessary needs. Funding will pay for financial assistance with rent, rent deposit, utility payment and/or utility deposit, assistance with medical expenses (e.g. prescription, vision, hearing, dental or medical expenses to include co-pay for special exams ex: MRI, CT scan), and purchase of durable medical equipment (walker, wheel chair, etc.).

Migdalia Ochoa, Director, stated that Silver Ribbon Community Partners is a Non-Profit Organization stated that they assist elderly residents in the tri-county area. She added that they are in partnership with the Texas Department of Family and Adult Protective Services. We get referrals from them. This is the first year that we were supported by the City of Edinburg. The funds that we are requesting is for financial assistance. Our programs assist elderly with rental assistance, utility assistance, medical costs assistance, durable medical equipment, and prescriptions. She stated that they are requesting \$9,000 for the upcoming fiscal year. She added that they have gotten an increase from people for assistance. We have a cap of \$400 per household. We do not turn people away. Ms. Ochoa stated that they have two resource rooms in Hidalgo County. We have a resource room in Alamo at the HHC office and one in McAllen with Adult Protective Services. They are kind enough to provide us with office space (cubicle). She added that she works out of the McAllen office. She mentioned that in those resource rooms they store incontinence supplies and other supplies to distribute to those in need. She stated that this program is making an impact on this population. She stated that she hopes that the City continues to support their program.

Ms. Villarreal asked if she is still having issue in getting clients to assist. Ms. Ochoa stated that they have assisted 15 clients from Edinburg; however, only 4 of them fall in the City limits of Edinburg. She stated that she is the only staff member working with this program. She added that she is working on promoting the program.

Ms. Garza stated that she agrees that there has to be a need. It is important to get out reach in promoting your program. Ms. Garza stated that she need to continue to promote the program and increase the clientele.

Ms. Ochoa stated that with the COVID Pandemic the elderly will be having issue on making ends meet.

Ms. Garza stated that staff is available to provide technical assistance as needed. Again, continue your outreach to increase your clientele in Edinburg.

WOMEN TOGETHER FOUNDATION, INC. (\$16,793.00)

The program provides emergency shelter, crisis intervention, individual/group counseling for victims of family violence and sexual assault. Funds are for salaries/fringe benefits for part-time Shelter Advocate. Shelter Advocate works in the shelter facility providing supportive essential services for clients residing in the shelter facility and Transitional Housing Program.

Ms. Gloria Ramirez, Shelter Manager, stated thanked the board for giving her the opportunity to make this presentation. She stated that Women Together is the only provider for emergency shelter, transitional housing and supportive services for victims of domestic violence and sexual assault in Hidalgo County. She added that Women Together Foundation has been in existence for 42 years. She added that they also provide people with counseling, safety planning, legal advocacy, and assistance for protective orders. She added that they have a 24-hour hotline. Ms. Ramirez stated that the urgent need that is being presented has a projected 127 victims will receive shelter and transitional housing for FY 2020-2021. An additional of 285 victims will receive crisis intervention. Ms. Ramirez stated that they are asking for \$16,793 for a part-time shelter advocate (30 hours a week). She added that they would only be requesting funding for time spent with Edinburg residents. Ms. Ramirez stated that they would greatly appreciate if the board could consider them for funding this year. Ms. Ramirez read letters they received from the United Way, CASA of Hidalgo County, Inc., and one of her clients.

Ms. Garza thanked Ms. Ramirez for taking the time to make this presentation. She added that staff would reach out to them if there are any additional questions.

HOUSING ASSISTANCE DEPARTMENT (\$566,418.00)

<u>Housing Rehabilitation</u>- Provide funding to continue owner-occupied housing rehabilitation services for eight (8) families. (\$520,000.00)

<u>Administration</u> - Costs associated with the administration implementation and oversight of the Housing Assistance Program. (\$78,500.00)

<u>Emergency Rental Assistance Program</u> – (50,000.00) The Rental Assistance Program is to provide rental assistance to households who are facing eviction and would otherwise become homeless and provide the minimum assistance necessary. It is intended for individuals to remain stably housed after this temporary assistance ends and to provide assistance as a bridge to long term stability. (\$50,000.00)

Ms. Garza stated that the Housing Assistance Program is a division of the Community Development/Grants Management Department. The Housing Assistance Program is designed to assist homeowners in rehabilitating their homes. Mrs. Veronica Guerrero, Housing Coordinator, does the application intake and qualifies the homeowners for assistance. She also oversees the construction of the homes. We are asking for \$598,500 to assist eight low-moderate income families including administration to implement the program.

The next proposal submitted is for Emergency Rental Assistance Program in the amount of \$50,000. She stated that this program is to prevent homelessness. This program will assist households that are facing a hardship and are being evicted from their rental units. This program is to assist anyone who facing eviction to remain housed and provide temporary assistance in order for them to have a long term stable housing. This will target the homeless prevention component of CDBG that HUD is requiring us to target. HUD wants us to address the homeless through these types of activities. We do get a lot of calls from residents that are looking for this type of assistance. We normally refer them out to the Salvation Army. She added that this is something that can be provided directly from the City though our office.

With no further discussion, Chairman Barrera closed the Public Hearing at 7:05 p.m., and went onto the next item on the agenda.

DISCUSSION ON CDBG FUND REPROGRAMMING

Ms. Garza went over the worksheet included in the packet. She Garza explained each line item. Ms. Garza stated that the first table lists the budget balances from FY 2018-2019.

CATAGORY	Available Amount
Program Administration FY 2018-2019 (44th FY)	\$ 55,769.18
Housing Administration FY 2018-2019 (44 th FY)	3,762.49
Contractual Housing Rebab/Recon FY 2018-2019 (44th FY)	3,701.40
Amigos Del Valle, Inc. – FY 2018-2019 (44 th FY)	41.05
Boys & Girls Club – Legacy Center Fac. Imp. – 2018-19 (44 th)	23,715.20
Unappropriated Entitlement Funds FY 2018*	51,962.97
Unappropriated Entitlement Funds FY 2017*	8,039.85
Available Funds to Reprogram\Appropriate	146,992.14

PROPOSED REPROGRAMMING\APPROPRIATIONS			
PROJECT NAME	Amount		
Program Administration FY 2019 (45th FY)	\$ 6,000.00		
Housing Administration FY 2019 (45 th FY)	1,000.00		
Contractual Housing Rehab/Recon FY 2019-2020 (45 th FY)			
All-Inclusive/Special Needs Park Equipment – FY 2018-2019	68,579.98		
Bar 5 Subdivision – Solar Street Lighting Project	4,550.00		
Bar 2 Subdivision – Solar Street Lighting Project	2,800.00		
Santa Gloria Subdivision – Solar Street Lighting Project	1,625.00		
Total	\$146,992.14		

** Unappropriated Entitlement funds are derived from excess Program Income over what was originally budgeted.

Ms. Garza stated that the second table includes the projects that the funds are being reprogrammed into. Ms. Garza went over each item listed.

Ms. Garza stated that all housing construction has been placed on hold due to the COVID19 pandemic. We don't want to displace these families during this time especially since most of our families are elderly. We have advised all the clients that construction will be delayed.

Ms. Garza stated the contract to the All-Inclusive/Special Needs Park Equipment Project is being done to expand the pour-in-play. This was a proposal that was submitted from Park Place the current vendor for this project. It was recommended that we install the special flooring on the entire perimeter where the equipment was installed to accessible to the residents.

Ms. Garza stated the Solar Street Lighting Projects is being funded since the bids came in a little higher than anticipated, and we had additional funding available. This will cover the remainder of the unprogrammed funds. We will be presenting it to our Finance Department for further processing during the mid-year appropriations.

Chairman Barrera asked if anyone had any questions on the reprogramming of funds. There being no questions, Chairman Barrera moved on to the next item on the agenda.

<u>DISCUSSION ON 2020-2021 ANNUAL ACTION PLAN PROCESS AND 2020-2021</u> <u>FISCALYEAR - CDBG TENTATIVE PROGRAM SCHEDUILE</u>

Ms. Garza asked council members to refer to the program schedule included in their packets. She mentioned that this schedule helps everyone to stay on task and meet deadlines. The deadline to submit the Annual Action Plan to HUD is August 16, 2020. Ms. Garza mentioned that HUD is proposing some waivers to extend the deadline due to the pandemic. We will be proceeding with business as usual until we hear from HUD on the waivers. Ms. Garza added that HUD is promoting virtual meetings due to the COVID19 pandemic. Ms. Garza stated that the Cools Cities Event on the schedule has been canceled due to the COVID19 crisis. The City has canceled most of the events for the next two months. She went over all the meetings and public hearings listed on the schedule. She mentioned that anything highlighted in yellow are meetings or public hearings. She added that regular meetings are held at noon. The City Council meetings and Public Hearings are held in the evening. The public hearings are held in the evening to give working residents the opportunity to attend. This schedule is tentative and it subject to change. Staff will keep you posted on any changes.

evening. The public hearings are held in the evening attend. This schedule is tentative and it subject to changes.	
With no further discussion, Chairman Barrera closed	I the public hearing and meeting at 7:20 p.m.
Armando Barrera, Chairman	Dalia L. Villarreal, Administrative Assistant

MAY 7, 2020 MEETING MINUTES

COMMUNITY DEVELOPMENT COUNCIL

VIRTUAL MEETING

THURSDAY, MAY 7, 2020, 12:00 PM

MEMBERS PRESENT

MEMBERS ABSENT

Armando Barrera
Paul Villarreal
Delma Cavazos
Albert Garza
Arturo Cortez
Jay Regalado
Elizabeth Martinez
Jesse Peña

Kelly Norquest Johnny Rodriguez Joe Cantu

STAFF

Marissa Garza, Director of Community Development/Grants Management Michelle L. Mendoza, Compliance Manager Dalia L. Villarreal, Administrative Assistant

GUEST

None

CALL MEETING TO ORDEER AND ESTABLISH QUORUM

The meeting was called to order at 12:06 p.m. by Vice-Chairman Paul Villarreal. Notice had been previously delivered to council members, published in the local newspaper and posted as required.

Roll call was conducted by Mrs. Dalia L. Villarreal, Administrative Assistant, at which time a quorum was established with eight members present.

PUBLIC COMMENTS

Vice-Chairman Villarreal opened the floor for public comments; however, no residents participated for comments.

Ms. Marissa Garza, Director of Community Development\Grants Management, stated that we did give the public the opportunity to provide feedback or public comments. She added that an email was established specifically for CDBG public comments. A phone number was provided to the public where they can call in to participate during the meeting. Ms. Garza asked if anyone had called? Ms.

Villarreal stated that no one has called or sent any comments through the email. Ms. Garza stated that she has staff on stand-by through the duration of the meeting in case someone calls in. In case someone does call in, we will interrupt the meeting to allow them to comment. At this time, we do not have any public comments.

DISCUSSION AND RECOMMENDATION FOR APPROVAL OF REQUESTS SUBMITTED BY CITY DEPARTMENTS AND PUBLIC SERVICE AGENCIES FOR PREPARATION OF THE CDBG 2020-2021 FISCAL YEAR – ANNUAL ACTION PLAN

Vice-Chairman Villarreal turned the meeting over to Ms. Marissa Garza to go over the requests submitted by City Department and Public Services Agencies. Ms. Garza thanked everyone for being patient, and for attending the Virtual Meeting. She stated that due to the recent COVID19 pandemic we are holding the meetings virtually. This is to minimize people to people contact, and stop the spread of COVID-19. Ms. Garza went over the proper teleconference etiquette for the meeting. [Chairman Armando Barrera entered the meeting via teleconference at 12:10 p.m.] Ms. Garza asked if he wanted to take over chairing the meeting or have Vice-Chairman Villarreal continue chairing the meeting. Chairman Barrera stated that Vice-Chairman Villarreal could continue chairing the meeting.

Ms. Garza stated that they can make any changes on worksheet presented by staff. She added that it is based on the needs and priorities identified in our five-year plan. Ms. Garza announced the 2020-2021 CDBG Program allocation. She stated that the City was allocated \$1,041,646. She added that program income was projected at \$108,000, and unappropriated funds in the amount of \$59,405 for FY's 2016/2017. Total funds anticipated for FY 2020-2021 is \$1,209,051. After reducing \$160,000 for Program Administration, the amount available for projects is \$1,049,051. Ms. Garza stated that included in their packet is a worksheet that includes project name, project description, funding request and today's CDC recommendation (last column). She added that staff has included recommendation on the CDC's recommendation column; however, this board can opt to change, add, and/or remove any projects or amounts. She stated that staff rank the Request for Funding Applications submitted by the Public Service Agencies. Each section in the application is given points. There are also different factors that are taken into consideration during the evaluation. When we look at scoring we ask for a lot of things like their financials, program description, budgets, audits, and management letters. She added that staff will make a determination based on whether or not they have the financial capacity to carry forward any funds awarded and past performance. Ms. Garza stated that included in their packets is the prior/current year funding comparison worksheet that illustrates what has been funded the past five years. Ms. Garza went over the requests as follows:

COMMUNITY DEVELOPMENT\GRANTS MANAGEMENT DEPARTMENT

Program Administration – (\$160,000.00): Provide oversight, monitoring and administration functions of CDBG funded projects.

Ms. Garza stated that the General Fund has absorbed 100% of her salary and 50% of the Compliance Manger Salary which reduced the amount being requested from last year. She stated that aside from

the CDBG grant our Department oversees all non-CDBG Grants throughout the City.

HOUSING ASSISTANCE DEPARTMENT (\$238,500.00)

<u>Housing Rehabilitation</u> - (\$520,000.00) - Provide funding to continue owner-occupied housing rehabilitation services for eight (8) families.

<u>Administration</u> - (\$78,500.00) - Costs associated with the administration implementation and oversight of the Housing Assistance Program.

<u>Emergency Rental Assistance Program</u> – (50,000.00) - The Rental Assistance Program is to provide rental assistance to households who are facing eviction and would otherwise become homeless and provide the minimum assistance necessary. It is intended for individuals to remain stably housed after this temporary assistance ends and to provide assistance as a bridge to long term stability. (\$50,000.00)

Ms. Garza stated that the Housing Assistance Program is a division under the Community Development\Grants Management Department. Ms. Garza stated that we assist residents with the rehabilitation or reconstruction of their homes. We are recommending to allocate \$200,000 to include administration in the amount of \$78,500.

Ms. Garza stated that the next item under the Housing Assistance Program would be the Emergency Rental Assistance Program in the amount of \$50,000. She added that this is a project that staff had been thinking or overtaking before the COVID19 pandemic. She added that Edinburg is a large multi-family community. It has also been identified in our Five-Year Plan that we are a University City and rental assistance is in high demand. She added that in the past the City would fund the Salvation Army; however, they were not meeting the goals and expending their funds in a timely manner. We feel that this is something that we can handle in-house.

Member Elizabeth Martinez asked how staff came out with the amount. She added that we would probably need more than the \$50,000.

Ms. Garza stated that this project was being introduced as a pilot program, and based on funding availability. We wanted to start it off at a low amount to see what type of response it would generate. Ms. Garza stated that the City is receiving additional funds through the CARES Act for COVID19 which would address the needs that we are currently experiencing. She added that this project was being considered before the COVID19 pandemic, and people started losing their jobs. She stated that she will be discussing this item in more detail further down on the agenda. She added that this board can recommend something different.

Member Jay Regalado also concurred with Member Martinez that because of the COVID19 pandemic more residents will be needing rental assistance.

Ms. Garza stated that the board can make changes to the worksheet presented by staff. She added that this worksheet is just for guidance. This board can make any adjustments to amounts.

BOYS & GIRLS CLUB OF EDINBURG RGV(\$60,000.00)

Clearance – (\$80,000.00): Provide funding consists of clearance of approximately 2.6-acre tract of land adjacent to the Legacy Center. The property houses an old dilapidated shed and old swimming pool/well structure. The second step will include the conceptual layout of the future innovation center that will service teen community members.

Ms. Garza stated that this project does not meet a National Objective of addressing the Slum and Blight Area in order for it to be determined eligible. In order for it to be considered Slum and Blight Area the public improvements throughout the area has to be in a general state of deterioration. Ms. Garza stated that after review of eligibility staff is not recommending this project for funding.

FIRE DEPARTMENT

Bruch/Wildland Truck – (\$195,000.00): Purchase of a new 2020/2021 Diesel 4x4 Brush/Wildland Truck, 400-gallon water tank, 125 PSI pump, bumper turret, storage compartments and oversized tires.

Portable Radios – (\$100,000.00): Purchase of 20 units 800 MHZ P25 digital portable radios for firefighter use. This will include: radio, antenna, speaker, mic, extra battery, and desk charger. Critical information and incident management can only be effective by radio communication with each firefighter.

Wildland/Extrication Protective Clothing – (\$80,000.00): Purchase of 100 sets of Wildland/Extrication Protective Clothing. Protective clothing jacket and pant ensemble. The gear will provide full body protection while fighting grass/wildland fires and while conducting vehicle extrication. This clothing will also protect against blood borne pathogens and body fluids.

Ms. Garza stated that the Fire Department submitted three applications: Brush/Wildland Truck (\$195,000); Portable Radios (\$100,000); and Wildland\Extrication Protective Clothing (\$80,000). She stated that staff is proposing the full amount on all three requests.

Ms. Elizabeth Martinez asked how many Fire Fighters does the City have, and is 100 sets enough. Ms. Garza stated that it is the amount that was requested by Chief Shawn Snider. Ms. Garza stated that she doesn't know the number of Fire Fighters, but it could be higher than 100. Ms. Garza stated that Chief Snider is very good at doing his assessment on what is needed to protect fire fighters. He is aware that he can't ask for more than what is actually needed. Chairman Barrera stated that they requested 100 sets and we are recommending to fund them 100%. Vice-Chairman Villarreal stated that he is happy that these projects are getting funded. Member Martinez agrees with Vice-Chairman Villarreal. Member Martinez stated that she is surprised that they are not asking for anything that deals with floods. Ms. Garza stated that the City is applying for other grants through the Hazard Mitigation Program through FEMA. She stated that our office is currently working on seven Non-

CDBG related grants. She stated that those types of items are being addressed by the Public Works and Utilities Department. She stated that those needs are being addressed through other grants.

PARKS & RECREATION DEPARTMENT

Park Canopies Replacement – (\$122,000.00): Remove and replace thirty (30) deteriorated canopies at Municipal and Memorial Parks.

North Park – Fitness Court – (\$147,500.00): The project consists of the construction of a Fitness Court at North Park to include weight lifting equipment, flooring, cement base, and canopies. The Fitness Court consists of permanently affixed exercise and body weight equipment.

Ms. Garza stated that the Parks & Recreation Department submitted two requests. She stated that one of the requests is for a Fitness Court at North Park which is adjacent to the Boys & Girls Club – Legacy Center. This is exactly like the Fitness Court that was approved last fiscal year for the Municipal Park. She stated that the Fitness Court at Municipal Park is currently under construction. She stated that they are installing the canopy. She added that this canopy is being paid through the General Fund, because they did not include it in their application. However, they did request funds to install the canopy with this project at North Park. Ms. Garza stated that staff is recommending to fully fund the North Park – Fitness Court Project in the amount of \$147,500.

Ms. Garza stated that the second project is to remove and replace thirty (30) deteriorated canopies at Municipal and Memorial Parks. They are recommending to remove and replace 20 canopies at Municipal Park and ten at Memorial Park. Ms. Garza asked the council members to refer to their packets to see the pictures submitted. Ms. Garza stated that it is a good project; however, funding is limited. Therefore, staff is recommending this project as a secondary project. Secondary projects are funded in the event that a primary project falls through due to unforeseen circumstances. She added that secondary projects go through the Consolidated Plan Process, and Environmental Process so that it can be ready to be initiated.

Member Jesse Peña asked if the Fitness Court will be indoors or outdoors. Ms. Garza stated that the Fitness Court will be out doors. Member Peña asked if the equipment would be left outside. Ms. Garza stated that this equipment is specially made for outdoors. She stated that it is similar to the equipment at the Tres Lagos Park. She invited the members to go out to see the Municipal Park – Fitness Court that is under construction. Ms. Michelle L. Mendoza, Compliance Manager, stated that this weight lifting equipment allows you to use your own body weight as an exercise program.

PUBLIC WORKS DEPARTMENT

Hilda Subdivision - Solar Street Light Project – (\$26,676.00): Hilda Subdivision Solar Street Light Project consists of the installation of nine (9) Solar Powered Street Lights along the City's current right-of-way, to include Engineering design.

Kenyon Subdivision - Solar Street Light Project - (\$20,748.00): Kenyon Subdivision Solar Street Light Project consists of the installation of seven (7) Solar Powered Street Lights along the City's current Right-of-Way, to include Engineering design.

Border Subdivision - Solar Street Light Project – (\$35,600.00): Border Subdivision Solar Street Light Project consists of the installation of twelve (12) Solar Powered Street Lights along the City's current Right-of-Way, to include Engineering design.

Monte Verde Subdivision - Solar Street Light Project - (\$18,468.00): Monte Verde Subdivision Solar Street Light Project consists of the installation of six (6) Solar Powered Street Lights along the City's current Right-of-Way, to include Engineering design.

New York – New York Subdivision - Solar Street Light Project – (\$24,000.00): New York-New York Subdivision - Solar Street Light Project consists of the installation of twelve (20) Solar Powered Street Lights along the City's current Right-of-Way, to include Engineering design.

Ms. Garza stated that the Public Works Department submitted five Solar Street Lighting Projects. Ms. Garza went over all five projects. She stated that all projects are being recommended to be fully funded for the exception of New York – New York Subdivision. She added that the Public Works Department requested \$59,980; however, due to limited funding staff is recommending to fund \$24,000 for the New York – New York Subdivision Street Lighting Project. Ms. Garza stated that there will be some cost savings from some line items that can be reprogrammed into this project.

Member Jay Regalado inquired if all the solar lights from the same vendor. Ms. Garza stated that these projects have to go through the procurement process. She added that the Public Works Department based the amounts on cost estimates. Ms. Garza stated that the amounts could come out higher. If there is no CDBG surplus funds the Department would be responsible for the difference.

Member Martinez inquired on why the amount was higher for New York – New York Subdivision compared to Border Subdivision since they have the same number of Solar Street lights being installed. After contacting the Public Works Department, it was determined that there was a type-o on the amount of Solar Street Lights. According to the Public Works Department, New York – New York Subdivision will have twenty (20) Solar Street Lights installed.

REQUESTS BY PUBLIC SERVICE AGENCIES

Ms. Garza went over each Public Service Agency and the amounts being recommended.

AMIGOS DEL VALLE, INC. (\$15,000.00)

Funding request will provide free home delivered meals to forty-two (42) homebound seniors for 251 days to continue living a healthy, productive independent, and self-sufficient lives.

C.A.M.P. UNIVERSITY (\$11,869.00)

The program provides an opportunity for special needs adults who have graduated high school to continue developing life and social skills. The purpose of this program is to promote independence through social situations, selfcare, job skills training, continued academic study and practical life skills training. Funding request will pay for salary of Education Specialist, Program Leader, Teacher's Aide and Recreational Trainer.

CASA OF HIDALGO COUNTY, INC. (\$10,000.00)

Provide abused and neglected children with support and assistance to secure placements that are safe, permanent and stable. Funding requests will pay for salaries/fringe benefits for Program Director, Volunteer Supervisors, and transportation.

CHILDREN'S ADVOCACY CENTER OF HIDALGO COUNTY- EDINBURG KIDS PROJECT (\$15,000.00)

The program provides victim support, mental health services, and forensic medical evaluations through the collaborative efforts of DFPS, Law Enforcement and the District Attorney's Office. Child abuse victims will have access to forensic interviews, victim advocacy and support, crisis intervention, mental health services and forensic medical evaluations. The funds will be used to cover the salaries of Family Advocates (FAs), Clinical FAs, Forensic Interviewers, Therapists, and SANE Nurse for direct service benefit. FAs, Forensic Interviewers, Therapists, and SANE Nurse for direct service benefit.

COMFORT HOUSE (3,000.00)

The program provides twenty-four-hour palliative care to their end of life. Funding will pay for water and light to care for low income individuals.

Ms. Garzas stated that staff did not recommend to fully fund this agency since this is the first time this agency gets funded. She added staff recommends to allocating a small amount to first-time agencies to see how they do. Ms. Garza stated that they are requesting \$10,000 to pay for water and light. We are only recommending to fund \$3,000 since they only have ten beds and not all patients are from Edinburg. They will have to prorate the cost based on Edinburg residents.

FOOD BANK OF THE RGV – EDINBURG FOOD ASSISTANCE PROGRAM (\$10,000.00)

The program will provide food assistance to Edinburg Housing Authority residents that live at the Edinburg Towers and La Posada Edinburg Housing Authority developments who live

at or below poverty level experiencing emergency or chronic food insecurity. Funding will also pay for staffing necessary for the coordination and success of the program.

Ms. Garza stated that staff is not recommending to fully fund this agency due to delays in expenditures. She added that they were funded \$18,000 and currently have a \$13,000 balance which raised some concerns. She added that they should not have any issues in expending \$10,000. She added that they can change any of the recommendations presented by staff.

SILVER RIBBON COMMUNITY PARTNERS (\$2,690.00)

The program provides financial assistance to the elderly and disabled to help address essential and necessary needs. Funding will pay for financial assistance with rent, rent deposit, utility payment and/or utility deposit, assistance with medical expenses (e.g. prescription, vision, hearing, dental or medical expenses to include co-pay for special exams ex: MRI, CT scan), and purchase of durable medical equipment (walker, wheel chair, etc.).

Ms. Garza stated that staff is recommending a low amount due to poor expenditure performance. They were allocated \$5,000, and have only expended \$400 to date.

WOMEN TOGETHER FOUNDATION, INC. (\$5,000.00)

The program provides emergency shelter, crisis intervention, individual/group counseling for victims of family violence and sexual assault. Funds are for salaries/fringe benefits for part-time Shelter Advocate. Shelter Advocate works in the shelter facility providing supportive essential services for clients residing in the shelter facility and Transitional Housing Program.

Ms. Garza stated that we have funded their Batterers Intervention and Prevention Program in the past; however, they had some issue in expending the funds. We want to give them an opportunity to see how they will be able to utilize our funding.

Ms. Garza asked if they had any questions on the items discussed.

Member Martinez stated that she would like to increase the amount for Mujeres Unidas due to the rise in domestic violence during the current circumstances with COVID. She added that last year there were several shootings due to domestic violence. They are the only agency that families can turn to in those situations. She stated the funds can be reduced from the Silver Ribbon Community Partners or Food Bank since they have been slow in expending their funds.

Member Albert Garza inquired on why the Silver Ribbon Community Partners is having issues in expending their funds. Ms. Garza asked for Ms. Villarreal to explain why they are having issues. Ms. Villarreal stated that she has reached out to Ms. Migdalia Ochoa, Director, regarding their expenditures. According to Ms. Ochoa she doesn't have clients from Edinburg applying for assistance. Ms. Ochoa advised me that she will be promoting the program a little more aggressive to see if she can get clients from Edinburg. Most of the clients she gets live outside the City limits of

Edinburg and don't qualify.

Ms. Garza asked Member Martinez how much she would like to increase Women Together. Member Martinez stated that she would like to increase Women Together to 8,000 and reduce it from the Silver Ribbon Community Partners. Ms. Garza suggested to reduce Amigos Del Valle, Inc., since they are being recommended to receive CDBG-CV funds.

After much discussion, Vice-Chairman Villarreal entertained for a motion. Motion was made by Member Elizabeth Martinez to approve recommendation as presented by staff to include the reduction of \$3,000.00 from Amigos Del Valle, Inc., and increasing Women Together to \$8,000.00, motion was seconded by Chairman Armando Barrera, motion carried. CDC's recommendation for the 2020-2021 CDBG Program Year as follows:

Project Name	CDC May 7, 2020		
CDBG Administration	\$ 160,000.00		
Housing Administration	\$ 78,500.00		
Housing Rehab/Recon Program	\$ 200,000.00		
Emergency Rental Assistance Program	\$ 50,000.00		
Brush/Wildlife Truck	\$ 195,000.00		
Portable Radios	\$ 100,000.00		
Wildland/Extrication Protective Equipment	\$ 80,000.00		
North Park – Fitness Court	\$147,500.00		
Hilda Subdivision –Solar Street Light Project	\$26,676.00		
Kenyon Subdivision –Solar Street Light Project	\$20,748.00		
Border Subdivision –Solar Street Light Project	\$35,600.00		
Monte Verde Subdivision –Solar Street Light Project	\$18,468.00		
New York New York Subd. –Solar Street Light Project	\$ 24,000.00		
SUB-TOTALS	\$ 1,136,492.00		
PUBLIC SERVICE AGENCIES			
Amigos Del Valle, Inc.	\$ 12,000.00		
CAMP University	\$ 11,869.00		
CASA of Hidalgo County	\$ 10,000.00		
Children's Advocacy Center of Hidalgo County	\$ 15,000.00		

SECONDARY PROJECT Parks Canopies Replacement	S	120,000.00
TOTALS	\$1	,209,051.00
SUB-TOTALS	\$	72,559.00
Women Together Foundation. Inc. (Mujeres Unidas)	\$	8,000.00
Silver Ribbon Community Partners	\$	2,690.00
Comfort House	\$	3,000.00
Food Bank RGV	\$	10,000.00

Member Martinez inquired if we need to include the difference that we didn't allocated for New York – New York Subdivision Solar Street Light Project as a secondary project. Ms. Garza responded, no. She stated that the difference can be reprogrammed from surplus funds from the current fiscal year. She added that there will be funds to be reprogrammed from the Program Administration since the Director's salary is getting paid 100% from the General Fund budget.

<u>DISCUSSION AND RECOMMENDATION FOR APPROVAL OF AMENDMENT TO THE</u> <u>CITIZEN PARTICIPATION PLAN</u>

Ms. Garza stated that we are receiving total of \$612,766 from the CARES ACT to prevent, prepare and respond to the effects of Corona Virus in our community. She added that we received some waivers for the CARES Act funding in order to expedite the Citizen Participation Plan (CPP) process and expending the funds faster. We need to amend our Citizen Participation Process to include some of the waivers. She stated that the Citizen Participation Plan outlines the way we allow for public comment and how we will publish and/or post our notices for the public. Ms. Garza asked the members to refer to the Citizen Participation Plan included in their packets. She stated that the changes and/or additions are highlighted in yellow. Ms. Garza went over all the changes in the CPP as follows:

On page 7:

d. The proposed amendment shall be presented to City Council for consideration and approval during a Public Hearing. (Notice of said hearing shall be duly posted and/or published at least seven (7) days prior to the hearing date).

Ms. Garza stated that on this section we are changing 15 days to 7 days in the amount of time we will post and/or publish.

On page 10-11:

DECLARATION OF A DISASTER/EMERGENCY EVENTS

It may be necessary to expedite substantial amendments to the Consolidated Plan and/or Annual Action Plan in the event of a declared disaster or emergency. There are three types of disasters/emergency events that may necessitate an expedited substantial amendment including (1) man-made disasters, (2) natural disasters, and (3) terrorism.

Man-made disasters can include chemical spills, plant explosions, etc. Natural disasters can include earthquakes, tsunamis, hurricanes, tornadoes, wild fires, flooding and public health issues such as wide-spread disease such as the recent coronavirus disease 2019 (COVID-19). Terrorism events include bomb threats, biochemical attacks like the spread of anthrax, or cyber-attacks like hacking, phishing, and virus distribution, etc.

An expedited substantial amendment may include funding new activities and/or the reprogramming of funds, including canceling activities to meet needs resulting from a declared disaster or emergency. Therefore, the City may utilize CDBG funds to meet these needs with a **5-day public comment period**, which is otherwise required for substantial amendments.

With respect to a declared disaster, the City may elect to use CDBG funds to address needs not provided for by the Federal Emergency Management Agency (FEMA) and the Small Business Administration (SBA), or other disaster relief efforts. Funding for disaster relief may not duplicate other efforts undertaken by federal or local sources unless allowed by the federal government. Potential eligible uses of funds are those that are included in this Citizen Participation Plan, the Consolidated Plan, or any other CDBG eligible use.

In the event that HUD provides new guidance or additional information on eligible uses and/or requirements the City will comply. All eligible CDBG activities, including those to address declared disasters or emergencies, must meet one of three national objectives which are: (1) Benefit to low-and moderate-income (LMI) persons; (2) Aid in the prevention of slums or blight; and (3) Meet a need having a particular urgency (referred to urgent need). The City may carry out eligible CDBG activities to meet needs resulting from declared disasters or emergencies under any one of the three national objectives.

When a Declaration of Emergency/Disaster has been ordered by the President of the United States, the Governor of Texas, or local government, the City of Edinburg will follow the process concerning public hearings, meetings and public display of plans as follows:

- 1. If the City is unable to hold open public hearings or meetings in person, the City will be allowed to instead hold virtual public hearings or meetings through conference calls, email or an online video conference call platform, as long as the public is able to provide public comments during the virtual public hearing or meeting.
- If the City is not able to publicly place the plans on public display at the location referenced in the Citizen Participation Plan, the City will place the plan(s) on the City's website:
 (https://cityofedinburg.com/departments/community development grant management/p ublic notices.php#) and will also email or mail copies of the plan(s) to any person who requests a copy of the plan(s) upon request.
- 3. If the City Council is unable to conduct an open public forum meeting, the City will approve the plan(s) at a City Council meeting through a virtual platform due to the Disaster/Emergency Declaration.

Ms. Garza stated that on Page 10 a whole new section was added to allow for virtual meetings when we are on a disaster declaration. This can be used with any disaster. We are currently addressing the COVID19 pandemic which is totally different than what we are used to facing like hurricanes. HUD allowed us to conduct virtual meeting and reduced the amount of public comment period from 30 days to 5 days. This was done in order to expedite the expenditure of CDBG-CV funds. We are required to conduct a Substantial Amendment to our FY 2019 Annual Action Plan to include the additional CDBG-CV funds in the amount of \$612,766. We did have to request a waiver from HUD to allow us to conduct virtual meetings and utilize the 5 days instead of the 30 days for the comment period for this purpose. This is how we are proposing to have our comment periods and virtual meetings during any disaster.

Ms. Garza asked if anyone had any questions.

Vice-Chairman Villarreal entertained for a motion. Motion was made by Chairman Armando Barrera to approve Amendment to the Citizen Participation Plan as presented by staff, motion was seconded by Member Elizabeth Martinez, motion carried.

DISCUSSION AND RECOMMENDATION FOR APPROVAL OF AMENDMENT TO FY 2019-2020 CDBG ANNUAL ACTION PLAN TO INCLUDE FUNDING FROM THE CARES ACT (CDBG-CV)

Ms. Garza stated that the Mayor received a letter from HUD in early April to announce the CDBG-Corona Virus funding in the amount of \$612,766 from the CARES ACT. She added that staff has sat in national platforms to hear different webinars on how other communities are utilizing the funding. She added that we already had an idea on how to utilize the funds; however, it did help us on how to move forward with the process. This is something new to everyone. HUD is not allowing any projects that involve PPE supplies or equipment, because it is already being addressed through other entities. They don't want any duplication of efforts. After watching the webinars, one of HUD's directive was to expedite the funding as quickly as possible. They want us to use existing partners or agencies that are familiar with our guidelines and processes. They don't want us to fund new agencies or construction projects that would take too long to complete. They want us to get the funding out to the community as quickly as possible. We are recommending to amend our FY 2019-2020 Annual Action Plan to include the funding CDBG-CV funding. We reached out to Mr. Alex Guerra, Executive Director, Amigos Del Valle, Inc. to see if they had the need. Mr. Guerra's response was that there is a need. We are recommending to fund Amigos Del Valle's meals-onwheels program in the amount of \$106,000.00 to provide home-delivered-meals to Edinburg elderly residents. We are also recommending to fund the Emergency Rental Assistance Program in the amount of \$506,766. We will be providing Emergency Rental Assistance up to three months to residents who are facing eviction due to Covid19 either by loss of their employment or loss of 50% of their wages. We will be working on the program polices.

Ms. Martinez inquired on the applications that will be used for the program. Ms. Garza stated that other entitlement communities already have applications in place. Staff is gathering all those applications to compile our own application. Ms. Garza stated that we have done this type program in the past through Homelessness Prevention and Rapid Re-Housing Program (HPRP). We did not have a problem in spending the funds for that program. We are working on program polices that will

indicate who would qualify for the program. They would have to be renting in the city limits of Edinburg, have been affected by COVID19, or where they lost their employment or had a reduction in wages due to COVID19. We will be paying the Landlord not the individual receiving he assistance as per regulation. We will be requiring certain documents to qualify for the program like an eviction notice, lease agreement, income verification, etc. Ms. Martinez stated that she thinks that the funds should be going to electricity, water or food. Ms. Garza stated due to HUD's requirement on duplication of benefits we would not be able to assist them with their electricity, because the Hidalgo County Community Service Agency is already providing that service. We can't assist them with the water bill, because we can't pay ourselves as per regulation.

Vice-Chairman Villarreal entertained for a motion. Motion was made by Member Jay Regalado to approve Amendment to FY 2019-2020 CDBG Annual Action Plan to include Funding from the CARES Act (CDBG-CV), motion carried.

With no further discussion, Chairman Barrera closed the meeting at 1:20 p.m.	
Paul Villarreal, Vice-Chairman	
Dalia L. Villarreal, Administrative Assistant	

Item #4

Consider excusing members for being absent at the May 7, 2020 meeting

MEMBERS ABSENT

Kelly Norquest Johnny Rodriguez

Item #5

Discussion on FY 2021-2022 Annual Action Plan Process and Schedule



CDBG PROGRAM SCHEDULE 2021-2022 ANNUAL ACTION PLAN (AAP)

DATE	**	EVENT SCHEDULE
January 8, 2021		Send Notice to The Monitor to publish Availability of Funds
January 15, 2021		Publish notice of Availability of Funds and Public Hearing (Public Hearing will be held on $\frac{3/24/21}{}$)
January 18, 2021		Send funding applications to City Departments and Public Service Agencies
January 20, 2021		Post notice of the Community Development Council (CDC) meeting
January 28, 2021	**	<u>CDC</u> Virtual Meeting (Discussion on reprogramming of Funds\tentative schedule)
March 5, 2021		Deadline for submission of funding applications
March 8, 2021		Staff prepares Executive Summary
March 16, 2021		Post Notice of Public Hearing and Meeting at City Hall, Public Library, City Website, and Edinburg Housing Authority
March 24, 2021	**	<u>CDC</u> holds Virtual Public Hearing at 5:30 pm (present executive summary)
March 26, 2021		Submit Agenda Item for NCDW Proclamation
April 6, 2021	**	<u>City Council</u> adopts NCDW Proclamation in Celebration of CDBG Week from April 5-9, 2021.
April 21, 2021		Post Notice of CDC meeting
April 29, 2021	**	<u>CDC</u> Virtual Meeting to discuss/recommended proposed AAP

DATE	**	EVENT SCHEDULE
May 7, 2021		Prepare/submit Agenda Item for City Council Meeting (Adoption of Proposed Annual Action Plan)
May 12, 2021		Post CC Meeting Notice (Post notice at City Hall, Public Library, City Website, Edinburg Housing Authority)
May 18, 2021	**	<u>City Council</u> -Public Hearing on Proposed Annual Action Plan
May 19, 2021		Send Notice for Publication. Summary of Proposed Annual Action Plan Public Hearing
May 24, 2021		Publish Summary of Proposed Annual Action Plan and Public Hearing (Public Hearing to be held on 6/24/21)
		Start of 30-day comment period. Prepare environmentals. (send letters to Historical Commission)
June 17, 2021	**	<u>CDC</u> holds Virtual Public Hearing on Annual Action Plan at 5:30 p.m.
June 23, 2021		End of 30 day Comment Period. Follow-up on receipt of environmental letters
		Prepare agenda item (Adoption of Final Annual Action Plan)
July 6, 2021	**	<u>City Council</u> adopts Final Annual Action Plan
July 7, 2021		Send notice to publish Final Annual Action Plan
July 12, 2021		Publish Final Annual Action Plan
August 13, 2021		Send notice to publish Notice of Intent and Request for Release of Funds (NOI/RROF)
		Annual Action Plan is due in HUD's office
August 19, 2021		Publish NOI/RROF (15 day Comment Period – Ends 9/3/21)
September 4, 2020		Request Release of Funds

^{**} Meetings will be virtual until further notice.

Item #6

Discussion on CDBG-CV3 Special Allocation, Second Substantial Amendment to the FY 2019-2020 Annual Action Plan Process and Schedule

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WASHINGTON, DC 20410-7000



September 11, 2020

The Honorable Richard Molina Mayor of Edinburg 415 W University Drive Edinburg, TX 78541

Dear Mayor Molina:

I am pleased to inform you of a special allocation to your jurisdiction of Community Development Block Grant funds to 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 made available \$5 billion in Community Development Block Grant Coronavirus (CDBG-CV) funds. Of this amount, the Department immediately allocated \$2 billion on March 27, 2020, the same day President Trump signed the Act, based on the fiscal year 2020 CDBG formula; this constituted the first round of CDBG-CV funds. Next, \$1 billion was required by the Act to be allocated to States and insular areas within 45 days of enactment of the Act; HUD accomplished this on May 11, 2020, and this constituted the second round of CDBG-CV funds. Finally, the remaining \$2 billion in CDBG-CV funds was required by the Act to be allocated to states and local governments at the discretion of the Secretary on a rolling basis; HUD accomplished this on September 11, 2020, and this constituted the third round of CDBG-CV funds. Additionally, up to \$10 million will be set aside for technical assistance.

Accordingly, this letter informs you that your jurisdiction's allocation for the third round is \$563,938. Your cumulative amount for all allocation rounds is \$1,176,704.

The CARES Act adds additional flexibility for both the CDBG-CV grant and, in some cases, for the annual FY2019 and FY2020 CDBG grants in these unprecedented times. The public comment period is reduced to not less than 5 days, grantees may use virtual public hearings when necessary for public health reasons, the public services cap is suspended during the emergency, and States and local governments may reimburse costs of eligible activities incurred for pandemic response regardless of the date.

In addition, the CARES Act authorizes the HUD Secretary to grant waivers and alternative requirements of statutes and regulations the HUD Secretary administers in connection with the use of CDBG-CV funds and fiscal year 2019 and 2020 CDBG funds (except for requirements related to fair housing, nondiscrimination, labor standards, and the environment). Waivers and alternative requirements can be granted when necessary to expedite and facilitate the use of funds to prevent,

prepare for, and respond to coronavirus.

The CDBG CARES Act Federal Register Notice (FR-6218-N-01) was released on August 10, 2020. The notice describes the allocations and grant procedures applicable to the CDBG-CV grants. It also describes the program flexibilities, waivers, and alternative requirements that apply to the CDBG-CV grants as well as the fiscal year 2019 and 2020 CDBG grants. As further such flexibilities become available, they will be posted on HUD's website and distributed to grantees. The Department will also support grantees with technical assistance.

As you develop your plan for the use of these grant funds, we encourage you to consider approaches that prioritize the unique needs of low- and moderate—income persons and the development of partnerships between all levels of government and the private for-profit and non-profit sectors. You should coordinate with state and local health authorities before undertaking any activity to support state or local pandemic response. CDBG-CV grants will be subject to oversight, reporting, and the requirement that each grantee have adequate procedures to prevent the duplication of benefits (DOB). HUD will provide guidance and technical assistance on DOB, the prevention of fraud, waste, and abuse, and on documenting the impact of this program for beneficiaries.

Reminder, all CPD Grantees must ensure they maintain active Dun and Bradstreet Numbering System (DUNS) numbers in the System for Award Management (SAM) system. Entities must have an active and unexpired DUNS before execution of grant agreements to avoid delays in the obligation of funds- which will delay your ability to drawdown funds in the Integrated Disbursement & Information System (IDIS). Grantees are required to maintain an active SAMs registration by re-activating their DUNS number annually in the SAM system for the entire drawdown period of their grants. DUNS numbers can be registered and renewed each year at the following website: https://www.sam.gov/SAM/.

The Office of Community Planning and Development (CPD) is looking forward to working with you to successfully meet the urgent and complex challenges faced by our communities. If you or any member of your staff has questions, please contact your local CPD Field Office Director or CPDQuestionsAnswered@hud.gov.

Sincerely,

John Gibbs

Acting Assistant Secretary

for Community Planning and Development

U.S. Department of Housing and Urban Development



COMMUNITY DEVELOPMENT\GRANTS MANAGEMENT DEPARTMENT

TIMELINE

SUBSTANTIAL AMENDMENT #2 TO FY 2019-2020 ANNUAL ACTION PLAN (CDBG-CV3)

DATE	**	EVENT
January 8, 2021		Send notice of meeting to The Monitor to publish Notice of Availability of Funds/Public Hearing
January 15, 2021		Publish Notice of Availability of Funds/Public Hearing (Public Hearing will be held on March 31, 2020)
March 10, 2021		Application Deadline
March 11, 2021		Staff prepares Executive Summary on requests received.
March 12, 2021		Post PH Notice at City Hall, Public Library, City's Website, and Edinburg Housing Authority
March 31, 2021	**	Virtual Public Hearing for CDBG-CV Round 3 (Citizen Comments and Presentations)
April 1, 2021		Post notice of meeting of CDC Meeting at City Hall, Public Library, City's Website, and Edinburg Housing Authority
April 7, 2021	**	<u>CDC</u> virtual meeting to approve a Substantial Amendment to the 2019-2020 Annual Action Plan to include CDBG-CV Round 3 funding and projects
April 8, 2021		Upload agenda recommendation to Agendease for CC meeting
April 20, 2021	**	City Council meeting\public hearing to approve Substantial Amendment to the 2019-2020 Annual Action Plan (CDBG-CV3)
April 21, 2021		Post Substantial Amendments
		Start of 5 day Comment Period
April 26, 2021		End of 5 day Comment Period
		Submit Substantial Amendment to HUD for approval via IDIS. HUD takes up to 14 days to review and approve amendment.

^{**} Meetings will be virtual until further notice.

