



Neighborhood Services

CAPER

**CONSOLIDATED ANNUAL PERFORMANCE AND
EVALUATION REPORT
FY 2022-2023**

CAPER

1

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.

To comply with regulations set forth by the United States Department of Housing and Urban Development (HUD) regarding the Consolidated Annual Performance Evaluation Report (CAPER), this document provides the public and HUD with an assessment of the City of Tyler, Texas' accomplishments in utilizing these funds during the period of October 1, 2022 to September 30, 2023. The CDBG and HOME grant funds must be expended with services and/or activities to meet one or more of the three (3) National Objectives set by HUD: 1. To benefit low-to-moderate income persons and families, 2. To prevent, reduce, or eliminate slum and blight, or 3. Meet an urgent community need (ex. disaster relief).

First-Time Homebuyers - Like many other cities, the City of Tyler was greatly affected by inflation over the past few years. An area of a tremendous shifts in the housing market were materials, housing prices, annual percentage rates for home loans, and the amount for down payment on most conventional and FHA Loans. During the last few years, our community was impacted by a restricted supply chain and astronomical increases in lumber and other building materials costs. As a result, the cost of housing shifted from approximately \$100 per square foot to \$175-\$220. This shift created a severe obstacle for our community's low/moderate-income families anticipating moving into homeownership. A modest 1300-square-foot home increased from \$130,000 to upwards of \$227,500 in many areas. Homes that remained relatively reasonable were, in many cases, not up to code or move-in ready. As a result, staff decided to put the First Time Homebuyers' program on hiatus and review the program for adjustments and improvements. Staff partnered with community leaders, lenders, other cities, and consultants to develop a program that would meet the shifting needs of the community. The application process was simplified, and the assistance levels were adjusted. We did not receive any assistance from the program in PY 2020 and 2021. However, we are happy to report that we have made progress in PY 2022 and have sold three houses to first-time homebuyers. Moreover, there are four new construction projects planned for PY2023-24 as Phase 2 of Hidden Palace begins.

New Construction - Previously, the City of Tyler was set to begin construction on Phase I of the Hidden Palace project during PY 2020. Based on the increased pricing of building materials, increased competition for skilled laborers, and the unavailability of a few products, a decision was made to delay the construction until PY 2021. Construction is nearly complete on seven newly constructed homes, and the project is moving forward. Creating a Home Owner Association is being implemented, and the houses are being viewed, and attracting potential buyers. Once the City of Tyler completes the total Hidden Palace development, it will pave the way for 11 new families to become homeowners.

Public Facilities - Additionally, the P. T. Cole Park renovations have been completed that features a complete makeover of the park. The Noble E. Young Park renovations are close to complete as lighting for the park is being installed.

Public Services - The City of Tyler works with local agencies to identify temporary housing needs for our homeless population during severe weather events. Partnerships and program development are still under review.

Reducing Substandard Structures - The City of Tyler identified 48 homes that were dilapidated and/or in severe code violations. The city is working with those homeowners to rehab the houses, and/or the Neighborhood Revitalization Board is working on updating their policies to help streamline demoing the identified substandard structures. The City demolished and removed debris on 6 substandard structures.

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
Admin	Administration of all Categories	CDBG: \$ / HOME: \$	Other	Other	3	0	0.00%			
Homebuyers	Affordable Housing	CDBG: \$ / HOME: \$200000	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0		0	0	
Homebuyers	Affordable Housing	CDBG: \$ / HOME: \$200000	Homeowner Housing Added	Household Housing Unit	0	1		0	1	
Homebuyers	Affordable Housing	CDBG: \$ / HOME: \$200000	Direct Financial Assistance to Homebuyers	Households Assisted	25	3	12.00%	10	3	30.00%

Housing Rehabilitation	Minor Repair	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	0				
New Construction	Affordable Housing New Construction	HOME: \$	Homeowner Housing Added	Household Housing Unit	15	7	46.67%	4	5	125.00%
Public Facilities	Homeless Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1000	2265	226.50%	1694	1500	88.55%
Public Facilities	Homeless Non-Housing Community Development	CDBG: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	10	0	0.00%			
Public Service	Public Housing Homeless Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	10	0	0.00%			
Reducing Substandard Structures	Housing Community Development	CDBG: \$	Buildings Demolished	Buildings	25	6	24.00%	25	6	24.00%
Reducing Substandard Structures	Housing Community Development	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	25	0	0.00%			

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 of Tyler utilized the majority of its Program Year 2022 and unused previous years' grants to address the construction or rehabilitation of public facilities, which included P.T. Cole Park and the Noble E. Young Park. The second largest use of funds was to identify and enforce code violations in low and moderate-income census tracts and demolish substandard vacant structures.

The Hidden Palace infrastructure project was completed the first month of this Program Year and houses have been constructed on these lots.

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	HOME
White	0	0
Black or African American	0	3
Asian	0	0
American Indian or American Native	0	0
Native Hawaiian or Other Pacific Islander	0	0
Total	0	3
Hispanic	0	0
Not Hispanic	0	3

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

Narrative

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	public - federal	804,475	1,052,372
HOME	public - federal	404,168	351,675

Table 3 - Resources Made Available

Narrative

The investment areas are situated in low to moderate-income areas that have been identified. The demolition programs were performed in blighted low to moderate income areas. The Noble E. Young Park project is located just west of Frankston Highway and east of SW Loop 323. The P. T. Cole Park project is located at 1001 S. Vine Street, between Mockingbird Lane and Lindsey Lane.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City of Tyler	100		
Hidden Palace Surrounding Area	0		

Table 4 – Identify the geographic distribution and location of investments

Narrative

The City of Tyler operates the majority of its HUD-funded community-development programs on a city-wide basis to ensure access by all citizens of low and moderate-income levels. Public improvement projects were conducted as area benefit projects within specific-low-mod service areas. An applicant for the Down Payment Assistance Program may purchase a home anywhere within the city limits; however, because homes are less expensive in certain areas, participants choose to purchase homes in the northern and eastern sections of the city.

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.

Within the jurisdiction, the sources of funding include the HUD Housing Choice Voucher Program, Section 202, Low-Income Housing Tax Credits (LIHTC), Federal Home Loan Bank, FEMA, state funds, private lender financing, private foundation funds, non-profit organizations, for-profit developers, and local contributions.

The City of Tyler administers the Housing Infill Program (HIP) on behalf of the local taxing entities. HIP aims to provide affordable housing for low and moderate-income families by taking tax-delinquent properties that have been struck off the tax rolls and selling them at reduced rates to developers for construction purposes.

Home match commitments for PY 2022-2023 were made from the following: Donations of properties through HIP for affordable housing activities; private lender donations; waiver of fees for dumping debris from substandard properties.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	42,952
2. Match contributed during current Federal fiscal year	2,000
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	44,952
4. Match liability for current Federal fiscal year	0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	44,952

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
1145	01/17/2023	0	100	0	0	0	0	100
1147	03/30/2023	1,400	0	0	0	0	0	1,400
1150	06/06/2023	0	100	0	0	0	0	100
1151	10/10/2023	0	100	0	0	0	0	100
1154	08/23/2023	0	100	0	0	0	0	100
1155	09/13/2023	0	100	0	0	0	0	100
1163	09/29/2023	0	100	0	0	0	0	100

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
0	0	0	0	0

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period									
	Total	Minority Business Enterprises				White Non-Hispanic			
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic				
Contracts									
Dollar Amount	3,340	0	0	0	3,340	0			
Number	1	0	0	0	1	0			
Sub-Contracts									
Number	0	0	0	0	0	0			
Dollar Amount	0	0	0	0	0	0			
	Total	Women Business Enterprises	Male						
Contracts									
Dollar Amount	58,432	58,432	0						
Number	6	6	0						
Sub-Contracts									
Number	0	0	0						
Dollar Amount	0	0	0						

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition

Parcels Acquired	0	0			
Businesses Displaced	0	0			
Nonprofit Organizations Displaced	0	0			
Households Temporarily Relocated, not Displaced	0	0			
Households Displaced	Total	Minority Property Enterprises			White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	
Number	0	0	0	0	0
Cost	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

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.

	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	5	3
Number of Special-Needs households to be provided affordable housing units	0	0
Total	5	3

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	3	3
Number of households supported through Rehab of Existing Units	0	0
Number of households supported through Acquisition of Existing Units	0	0
Total	3	3

Table 12 – Number of Households Supported

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

With the changes in real estate, shortage of supplies, windows, etc., and the need to adopt a homeowners association at the Hidden Palace Subdivision. This slowed the progression of producing and selling these houses, including completing the affordable housing units being constructed greenspace deveopment in Phase 1 of the Hidden Palace Subdivision.

Discuss how these outcomes will impact future annual action plans.

The City of Tyler regularly reviews its annual action plans to ensure that the goals set for the upcoming year are reasonable and achievable. In Program Year 2021, the HOME-ARP Program was added. In 2022, the City started discussing potential projects for non-congregate shelters with interested organizations.

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	2
Moderate-income	0	1
Total	0	3

Table 13 – Number of Households Served

Narrative Information

The City of Tyler is committed to providing financial support for low and moderate-income individuals and families. The city aims to ensure that all its citizens have access to affordable housing that is safe, decent, and sanitary. Whenever new programs are introduced, the city makes an effort to inform the entire community and focuses on reaching out to low and moderate-income households in particular.

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

The City's 2020-2024 Consolidated Plan Non-Housing Objective 4 outlines specific strategies to meet the needs of homeless individuals and those with special needs, with the ultimate goal of ending chronic homelessness. The City is actively involved with the Texas Balance of State CoC and supports various agencies and organizations that offer emergency, transitional, and permanent housing, as well as supportive services. During the 2022 Program Year, the City completed and submitted the HOME-ARP Plan, which was approved by HUD. HOME-ARP funds will focus on constructing non-congregate shelters in locations where the homeless population can have access to other services to help them become self-sufficient and independent.

The City remains committed to these efforts as outlined in the Consolidated Plan. Additionally, the City is considering to allocate general fund dollars to implement a homeless resource officer who will coordinate with local non-profit agencies to address homeless needs and assist in finding housing for families in need.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City has completed the HOME-ARP Plan, which will involve the construction of non-congregate shelters in accessible locations where the homeless population can access other services to help them become self-sufficient and independent. The City has worked with many local non-profit organizations including the Texas Balance of States Continuum of Care to coordinate services for the homeless and reduce duplication of efforts. A special focus of the organization has been on preventing homelessness through active and appropriate referral services and community education efforts.

In addition, the City continually assists in educational training opportunities for low-income households to improve their self-sufficiency through the Family Self-Sufficiency program. It also provides ongoing technical assistance to local service providers to help them increase their organizational capacity and ability to provide effective services.

The City's Section 8 Housing Choice Voucher program administers 1013 vouchers for low- and moderate-income families. This includes 34 VASH vouchers for veterans.

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 has implemented a plan to help end homelessness at the local level using both CDBG and HUD technical assistance funds. We utilized this process to assist homeless programs in the City of Tyler. Homebuyer education and counseling is provided to voucher holders, applicants of the First-Time Homebuyer program, Family Self-Sufficiency program, and other low-income families to facilitate homeownership opportunities for low-income and minority households.

The City continues to provide and expand the Housing Choice Voucher Homeownership Program and applies each year for Family Self-Sufficiency Program funding, which is designed to Provide supportive and educational services leading to a decreased dependency on subsidy programs; Continually provide economic development incentives utilizing local funds to encourage the retention and creation of employment opportunities available to low-income residents; Continue to include and enforce requirements of Section 3 in applicable contracts utilizing federal funds; Encourage and initiate efforts to promote collaboration and reduce duplication of effort amongst the region's entities and public service providers. The City also actively participates with other local initiatives designed to provide supportive services and environments to assist homeless and special needs populations.

Information about the City's programs and eligibility is available to persons being discharged from the jail or hospitals through the City's website, the local 211 Help Line, and through information provided by public service agencies supporting low-income individuals and families likely to become homeless (i.e., PATH, the East Texas Human Needs Network, and the Andrews Center).

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

The City of Tyler actively participates with local initiatives designed to provide supportive services and environments to assist homeless and special needs populations. Consultation with Texas Balance of States Continuum of Care takes place with PATH, Salvation Army, HiWay 80 Rescue Mission, East Texas Cares Resource Center, and Mayor's Veteran Roundtable to help end homelessness in the City's jurisdiction. These organizations help provide transitional and permanent supportive housing and link the clients to services to include independent living skills. The program requires that all participants have a self-sufficiency plan to assist them in becoming self-sufficient and to remain in permanent housing to avoid becoming homeless again. The City uses non-HUD funds to provide needed public services from non-profit agencies to the community, including assistance to the homeless and chronically homeless.

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

Actions taken to address the needs of public housing

The City of Tyler does not have a public housing authority or public housing units.

The City of Tyler participates in the Housing Choice Voucher (HCV) program and currently manages 1013 allocated vouchers.

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

The City of Tyler does not have a public housing authority or public housing units.

The City of Tyler's Community Development staff and HCV staff are housed in the same office building and work closely together. The two staffs meet on a regular basis to strategize how to leverage the two programs. The City's Community Development staff keeps the HCV staff informed of program changes and upcoming projects that would encourage homeownership. For example, in Program Year 2021, the City planned to continue the construction of Hidden Palace, and upon completion sell, with HOME funds, approximately 11 houses. Community Development staff has informed HCV staff of this upcoming project so that the HCV staff can begin working with their clients to identify applicants who may be ready to purchase their own home when the houses are constructed. Particularly those clients actively involved with the Family Self-Sufficiency Program.

Actions taken to provide assistance to troubled PHAs

The City of Tyler does not have a public housing authority or public housing units.

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)

In the City of Tyler, the primary barriers to affordable housing are not created through local policies. The City has made a concerted effort to streamline the development process of affordable housing. Additionally, the City administers a Housing Infill Program (HIP) to help stimulate the development of affordable housing from local contractors. Under HIP, developers can purchase lots from the City at a drastically reduced rate to develop affordable housing and qualify for fee waivers as a result of building homes that cater to the low-mod income community.

The Community Development Department has also performed a key role in providing funding to improve park facilities and public improvements to benefit low and moderate income residents in particular neighborhoods.

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

To meet underserved needs, those needs must first be identified. To identify the underserved needs of its citizens, the City obtains and reviews appropriate data, including census, demographic, and housing information. Additionally, the City meets with and maintains relationships with civic leaders and organizations that work directly with the population to help find new ways to serve and remove these obstacles.

Additionally, the City hosts public hearings to obtain input from its citizens. Unfortunately, the City received no responses at those hearings. Accordingly, the City plans to utilize local newspapers, circulars and social media to reach its citizens better. Further, the City plans to utilize its Communication Department better to inform its citizens about programs and projects and assist in identifying needs.

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

A large portion of the City's housing stock was constructed prior to 1978. For programs and projects subject to the lead based paint regulations, the City follows the regulations and requires notification, identification, and treatment (if necessary).

The City will continue to distribute the "Protect Your Family From Lead in Your Home" pamphlet to homeowners receiving homebuyer assistance of home older than 1978.

The City will not pursue the sale of homes built before 1978, unless those homes have been fully renovated and cleared of lead-based paint hazards. The potential seller and purchaser must sign and date the form on "Disclosure of Information on Lead-Based Paint and /or Lead-Based Paint Hazards."

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

During Program Year 2022, most of the City's CDBG funds were spent on public facility projects. The contractors for the projects were made aware of the Section 3 requirements. Going forward, the City will continue to include and enforce Section 3 in applicable contracts. The City will also provide technical assistance to contractors in Section 3 requirements.

During Program Year 2022, the City continued to provide the Housing Choice Voucher Program (HCV) and the Family Self-Sufficiency Program (FSS). FSS is designed to provide supportive and educational services, leading to a decreased dependence on subsidy programs. The City staff responsible for managing CDBG, HOME, HCV, and FSS regularly meet to strategize how to leverage the respective programs best. When the City is getting ready to construct a home with HOME funds, the City staff responsible for HOME notifies the City staff responsible for FSS. This allows the FSS participants who are ready for homeownership the opportunity to purchase a home more seamlessly.

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

The City administers the CDBG and HOME grants through its Neighborhood Services Department (NBS). NBS also administers the Housing Choice Voucher and Family Self-Sufficiency Programs.

The City also considers all requests for assistance and proposals to support other organizations and agencies seeking funds. All requests for assistance and proposals must comply with CDBG and HOME regulations and align with the City's Consolidated Plan and Annual Action Plan.

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

Due to lack of sufficient resources, the City has continued to pursue funding opportunities that provide assistance to public and private agencies and other public service providers. The City also continued to provide technical assistance, assist in securing other funding sources (federal and non-federal), and made efforts to break down barriers to streamline processes and increase local coordination efforts. The City administers a coordinated program, the Housing Infill Program (HIP), whereby the City is the lead entity among local taxing entities. HIP is designed to identify and utilize tax foreclosed property to help develop affordable housing and meet neighborhood revitalization needs.

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

To remove the barriers identified through the Analysis of Impediments to Fair Housing Choice, the City has chosen the following Action Plan: 1) Continue to work with local developers and non-profit organizations to expand the stock of affordable housing. 2) Increase homebuyer outreach and education efforts to increase the number of minorities who apply for mortgage loans. 3) Encourage lending institutions to ensure that banking services are extended to all low-income census tracts and to provide

greater outreach to low-income and minority communities to lessen the use of predatory lenders. 4) The Chamber of Commerce should continue to work on expanding job opportunities through the recruitment of corporations, the provision of incentives for local corporations seeking expansion opportunities, assistance with the preparation of small business loan applications, and other activities aimed at reducing unemployment and expanding the base of higher income jobs. 5) The City of Tyler, in conjunction with the Chamber of Commerce, became more active in supporting recruiting industries that match the demographics of the most unemployed population to decrease poverty rates and increase incomes and homeownership rates in the city. 6) Increase fair housing education and outreach. 7) Continue regularly disseminating fair housing materials focusing on the protected groups. 8) Continue to hold community events to bolster awareness and assist residents in obtaining affordable housing.

The City of Tyler will further remove barriers to Fair Housing Choice by improving Fair Housing visibility on the City's website. The website contains links to tenants' rights resources. The housing supervisor serves as the local fair housing representative, and customers are provided with the Fair Housing HUD hotline number.

The Analysis of Impediments to Fair Housing lists impediments to fair housing in Tyler. These impediments are identified in the Analysis of Impediments. Impediments are identified and discussed as barriers to fair housing. The City has evaluated the recommended remedial actions and continues its implementation of those recommendations that were feasible during PY 2022. In the City of Tyler, the primary barriers to affordable housing are not created through local policies. The City has made a concerted effort to streamline the development process and offer fee waivers for some development fees. An Affordable Housing Task Force was formed to examine barriers to housing development and explore ways to expand the stock of affordable housing, which the City is implementing.

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 City of Tyler has continued effectively monitoring all HOME and CDBG funded projects and activities to ensure compliance with city, state, and federal regulations, policies, and contracts. Going forward, City staff will continue to ensure all funded requests are for authorized activities and approved projects. Activity agreements, expense documentation, and beneficiary reports must be provided for funds to be expended.

Additionally, City Staff focused on the following areas:

- 1) Financial – Staff reviewed requests for expenditures to ensure that all funded requests are for authorized activities on approved projects. Activity agreements, expense documentation, and beneficiary reports must be provided for funds to be expended. As part of the contract agreement, each sub-recipient that receives any CDBG or HOME funding (including CHDOs) must submit either an independent audit or financial review to ensure fiscal accountability.
- 2) Environmental – All projects and individual activities requiring environmental reviews per HUD regulations are reviewed for clearance before funding approval. The review is completed by staff, with the assistance of other departments and outside consultants as needed. Remediation of impacts is implemented if required. Projects or activities unable to meet environmental requirements are reviewed to determine alternative acceptable solutions, and if no alternatives are identified, the project is not funded with federal funds.
- 3) Programmatic – Measurable results or accomplishments are expected on all funded projects and evaluated through monitoring. Progress toward project goals is reviewed on a monthly or quarterly basis. The City's reimbursement of funds for project expenditures directly correlates with the reporting of accomplishments.
- 4) Sub-recipient & CHDO Monitoring - Agencies receiving City CDBG, HOME, or CHDO funds enter a contract that describes the funding amount, services provided, time frame for providing services, compliance responsibilities, reimbursement procedures, and reporting requirements. Each agency must submit performance reports containing beneficiary information, such as the number, race, and income level of persons assisted. Each agency is monitored at least once annually for each program year, with all organizations receiving a desk review as needed and at least one site visit. Agencies receiving funds will be closely monitored to ensure timeliness of expenditures. HOME-The City inspects each rental unit annually and checks onsite daily for new construction projects.
- 5) Labor Standards - Compliance with labor standards on eligible construction sites has been monitored

by City staff through onsite interviews and desk reviews of bid documents, payrolls, and reports.

6) MBE/WBE - Solicited bids and services from MBE /WBE); Supported maintenance of MBE/WBE directory; Utilized regional certified local and regional W/M/DBEs; Reported W/M/DBE participation to federal funding agencies; Worked with the Purchasing Department to track W/M/DBE participation percentages; and Strengthened ties with the City's economic development initiatives as needed.

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.

A draft of the Fiscal Year (FY) 2022–2023 Consolidated Annual Performance and Evaluation Report (CAPER) has been made available to the public for review beginning December 1, 2023, through Friday, December 22, 2023, at the City of Tyler's Neighborhood Services Department, 900 W. Gentry Parkway, Tyler, Texas 75702. A draft report can be sent through email by request, and accessed through the City of Tyler's Neighborhood Services Website at:

<https://www.cityoftyler.org/government/departments/neighborhood-services/public-notice> . The public review period closed on Friday, December 22, 2023 at 5:00 p.m.

CR-45 - CDBG 91.520(c)

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.

There were no changes to the City of Tyler's CDBG objectives during the Program Year 2022.

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

No

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

CR-50 - HOME 24 CFR 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in 24 CFR §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

Under 24 CFR 92.504(d)(1)(ii), on-site inspections are required every three years after the initial on-site inspection. Accordingly, no on-site inspections for HOME-assisted rental properties were due in Program Year 2022.

Seven Single-family houses using HOME funding are nearing completion in Program Year 2022. These single-family houses will be sold to low- to moderate-income households according to HOME regulations for homebuyers. These units will not be used as rental properties. Therefore, no initial on-site inspections were conducted within the first twelve months of project completion under 24 CFR 92.504(d)(1)(ii) conducted in Program Year 2022.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 24 CFR 91.520(e) and 24 CFR 92.351(a)

The City is committed to the goals of affirmative marketing. This includes informing the public of fair housing laws and regulations, informing prospective tenants, landlords, and homebuyers of fair housing rules and regulations, and reaching out to newspapers and periodicals targeted towards minority groups. The City plans to continue these actions in the future. Further, the City intends to continue to reach out to minority and women-owned businesses to invite them to submit bids and proposals when the City seeks contractors.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

Once the close out on Phase 1 of the Hidden Palace affordable housing development is complete, the City of Tyler will use the program income from the sale of the homes to continue construction into Phase II of Hidden Palace and other subsequent locations for the development of more affordable single-family homes.

Describe other actions taken to foster and maintain affordable housing. 24 CFR 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable

housing). 24 CFR 91.320(j)

The City of Tyler utilizes its HOME funds for the purpose of building and preserving homes for prospective buyers, instead of rental housing. Nevertheless, the City of Tyler does participate in the Housing Choice Voucher (HCV) Program that aims to provide rental assistance to low-income families, thus making rental housing affordable for them. Additionally, the City of Tyler is exploring ways to assist the HCV Program landlords with possible maintenance of their rental properties.

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	1	0	0	0	0
Total Labor Hours	3				
Total Section 3 Worker Hours	1				
Total Targeted Section 3 Worker Hours	1				

Table 14 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					

Other.					
--------	--	--	--	--	--

Table 15 – Qualitative Efforts - Number of Activities by Program

Narrative

The City of Tyler includes the Section 3 wording in all appropriate bids and contracts. These have been updated to reflect the requests made from the past HUD Monitoring. Pre-bid meetings will be held to educate potential bidders on the HUD requirements for section 3 contracts. Additionally, the City of Tyler operates a Family Self-Sufficiency Program that specifically targets families that take advantage of the Housing Choice Voucher program. These families are offered assistance with the following: 1. Job applications and resumes 2. Tuition assistance 3. Mock interviews 4. Finding job opportunities 5. Hosting Job Fairs 6. Provide residents with supportive services through referrals 7. Assist in finding child care 8. Assistance with financial literacy, and 9. Assistance with college/vocational school applications.