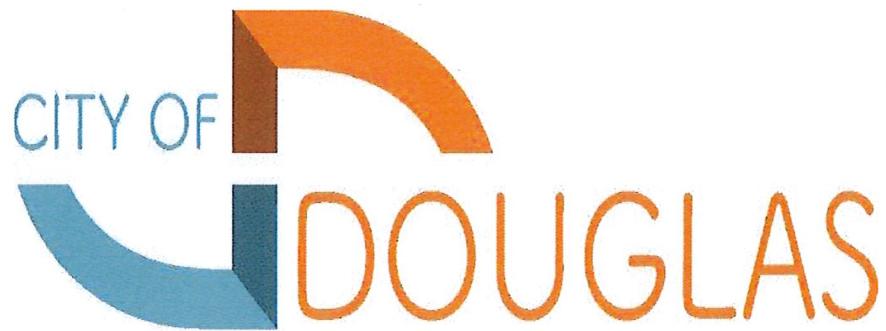


**CITY OF DOUGLAS**



**CDBG**

**CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT  
(CAPER)**

**FY 2022-2023**

## 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.

The annual goals and objectives for the 2022 program year of entitlement were targeted towards public facility improvements at Castro Park located within Census Tract 9 of Douglas City limits. The proposed projects include: shading within Castro Park, bandshell and stage improvements and “Friendship House” improvements.

- Participation and outreach were conducted via public meetings and public hearings to determine pressing community needs.
- Established and submitted the Annual Action Plan to HUD for approval.

In the current funding year, the City of Douglas began the environmental review process for the activities to be undertaken at Castro Park. The environmental review process is still ongoing, with SHPO clearance to move forward still pending. As the project is only in the concept phase, necessary details have not yet been finalized and the information is required by SHPO to provide approval to proceed.

During the FY22 program year, the City did continue to progress on and complete several prior year activities to include FY18 activities, which consist of public facilities improvements to Veterans’ Park. The activities funded in FY18, public facilities improvements to Veterans Park, were 75% complete going into the FY22 program year and through staff hard work and commitment were completed on March 17, 2023. FY19 activities, consisting of public facilities improvements to the Aquatic Center, specifically the installation and operation of the new dehumidifier system, came to near-completion by the end of the program year, at 95% complete. Activities for FY20 program year, infrastructure improvements including the installation of curbing, sidewalks and ADA ramps in low-mod areas of the City were fully completed during the FY22 program year, on September 19, 2022. Activities for FY21, public facility improvements to Joe Causey Park, to include walkways/sidewalks, LED lighting, seating and shading (including covered ramada seating areas and natural shading using native plants/trees) or as funding allows, are approximately 40% complete. The walkways/sidewalk installation began in January 2022 and is near-completion. The LED lighting was ordered and will be installed by staff once received. The other activities will be dependent on available funds after completion of the walkways/sidewalk and lighting.

We remain committed to ensuring that entitlement funds are used in a manner that best benefits the citizens of our community. The City continues to devote substantial staff and time to prioritize CDBG-funded projects and maximize our ability to remain in compliance with meeting all grant requirements.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and complain, 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
Administration/Planning	Program Administration	CDBG: \$	Other	Other	100	5	5.00%			
Emergency/Disaster Response	Emergency/Disaster Response - COVID-19 CARES Act Funding	CDBG-CV: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2000	1780	89.00%			
Emergency/Disaster Response	Emergency/Disaster Response - COVID-19 CARES Act Funding	CDBG-CV: \$	Homelessness Prevention	Persons Assisted	200	200	100.00%			
Emergency/Disaster Response	Emergency/Disaster Response - COVID-19 CARES Act Funding	CDBG-CV: \$	Other	Other	220	220	100.00%			

Provision of Needed Services	Affordable Housing Homeless	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5	5	100.00%	
	Non-Homeless Special Needs Non-Housing Community Development							
Provision of Needed Services	Affordable Housing Homeless	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	5	3	60.00%	
	Non-Homeless Special Needs Non-Housing Community Development							
Public Facility and Infrastructure Improvements	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	21152	14700	69.50%	10280 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 allocation priorities are focused on the three (3) goals of the Strategic Plan: Public Facility/Infrastructure Improvements, Provision of Needed Services, and Administration/Planning.

CDBG funds will be used for public investment in facility and infrastructure improvements that benefit low- and moderate-income neighborhoods.

During the 2022/2023 program year, the City of Douglas provided indirect assistance to low- and moderate-income areas of the City by way of public facilities and infrastructure improvements, improving the quality of life of not only low- and moderate-income citizens but the City as a whole.

Planned community development activities include facility and infrastructure improvements to improve the quality of life for people living in low- and moderate-income neighborhoods.

## **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)**

	<b>CDBG</b>
White	0
Black or African American	0
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
<b>Total</b>	<b>0</b>
Hispanic	0
Not Hispanic	0

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

### **Narrative**

The project activities are for a LMI area benefit; we have information on the low- to mod-income population within the designated LMI areas for the community that we serve. The table on the page reflects the total persons served as a percentage of the project completion total.

## 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	170,239	0
Other	public - federal	0	

Table 3 - Resources Made Available

### Narrative

The City is in the process of conducting environmental review for proposed project activities for CDBG FY22. The City has made significant progress on prior program year activities to include: FY18 Veterans Park Improvements, which are fully complete; FY19 Aquatic Center Improvements, which are approximately 95% complete; FY20 Infrastructure Improvements, which are fully complete, FY21 Joe Causey Park Improvements, which are approximately 40% complete and continues to work on completing all CDBG-CV3 activities.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	100	100	Activities that benefit low/mod and all residents

Table 4 – Identify the geographic distribution and location of investments

### Narrative

CDBG FY22 focused on activities that benefit low/mod populations and all residents.

## **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.**

FY2022 funds expended during the grant year were for prior year activities in our public infrastructure and public facilities improvements for the benefit of the entire community of the City of Douglas. The City of Douglas did not obtain any additional resources for the projects but provided leveraging by absorbing much of the labor costs using City staff to perform much of the work on the public facility and infrastructure improvements. City staff and contractors have been working very hard on completing all CDBG activities. The City continues to provide staff and resources to ensure that all activities are completed.

## 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	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

Table 5 – 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	0	0
Number of households supported through Rehab of Existing Units	0	0
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

Table 6 – Number of Households Supported

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

CDBG FY22 funding has been allocated towards public facilities improvements to improve/revitalize neighborhoods and add to the quality of life of our residents. The City's goal for 2022 was to make improvements to Castro Park located in Census Tract 9 within the City of Douglas. Proposed activities are to install shading and seating areas for use by residents and to make improvements to the stage/bandshell area and/or the building housed within the park, known as the Friendship House. City staff is in the Environmental Review process for these activities, still pending SHPO approval to move

forward with improvements to the historic park, listed on the National Register of Historic Places. Staff expects to finalize the ER process and complete all activities within the FY23 program year.

CDBG-CV3 funding carryover from prior year was used in public service activities to help prepare for, respond and prevent Coronavirus. To date, the City has expended \$77,432.04 of the CDBG-CV3 funds and the City remains committed to completing proposed activities, utilizing all of the funding that has been allocated for these purposes.

### **Discuss how these outcomes will impact future annual action plans.**

The City will continue to work towards eliminating barriers to affordable housing by improving the infrastructure of antiquated neighborhoods, thereby improving the value of homes and neighborhoods. Allocation plans for the funding year include public facilities improvements to the City's Castro Park located in a historic neighborhood within Census tract 9 in the city limits of Douglas, AZ, to include shading and seating areas within the park for use and enjoyment by all community residents, as well as improvements to the stage/bandshell area and the building located within the park, also known as the Friendship House.

The City is also committed to ensuring that all CARES Act allocations are utilized efficiently and effectively while providing much-needed relief to our local community and its residents.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	0	0
Low-income	0	0
Moderate-income	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

Table 7 – Number of Households Served

### **Narrative Information**

The City has allocated CDBG FY22 funds to complete public facility improvements within one of the City's major parks located in a historic neighborhood within census tract 9 with a high percentage of low- to mod-income households. The City's focus remains on making improvements in areas that will benefit the community's residents as a whole. The proposed public facility improvements will greatly improve, both physically and visually, the low-mod areas within our city by providing shading, seating and lighting within and around the perimeter of one of our main parks, as well as improvements to the stage/bandshell area and the Friendship House. These improvements will be utilized and enjoyed by thousands of residents living within the City.

The City feels that it is imperative that the focus remains on the public facility and infrastructure aspects of the plan. The City continues to believe that meeting these basic needs will help build a strong, safe, and healthy community that will, hopefully, encourage a variety of economic opportunities and contribute to an enhanced quality of life for the residents, particularly the low and moderate-income residents.

CDBG-CV3 funds will be expended entirely for the purposes/activities identified in the Substantial Amendment to FY Annual Action Plan and Consolidated Plan 2019-2023.

## **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 is constantly working with local and regional organizations to identify and meet the needs of homeless persons and those threatened with homelessness. The needs of homeless persons require a wide range of specialized services and the City does not possess the resources to address this problem at this time. The City relies upon other entities to provide services such as housing, mental health counseling, employment training and case work services. There is one shelter in the city which is targeted towards men, women and children who are victims of domestic violence. The closest homeless shelter is in Bisbee, Arizona which is approximately 30 miles from Douglas.

The City of Douglas participates in the Point in Time (PIT) count annually, and works closely with the provider agencies in our Continuum of Care (CoC). The City of Douglas also provides shelter in the way of cooling/warming shelters during extreme temperatures in our jurisdiction.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The City works in partnership with the House of Hope Domestic Violence Crisis Shelter in providing their residents with a preference point on the Section 8 Housing Choice Voucher waiting list. The Cochise County Housing Authority provides housing assistance to homeless veterans through their VASH program. Veterans can use those vouchers within Cochise County, including the City of Douglas. St. Vincent de Paul, a local non-profit agency, also offers emergency lodging assistance to homeless persons. The City of Douglas provides referrals for the services mentioned here to all homeless persons who contact City staff for information.

**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**

As mentioned above, the City works in partnership with several agencies who provide these services. In addition, the City has in the past, administered the Housing Rehabilitation and Emergency Home Repair programs which are aimed at helping low income residents make necessary repairs to their homes in order to avoid becoming homeless. These programs have been put on hold due to lack of funding.

**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 Douglas has some funding for Emergency Rental Housing assistance from the FY16 CDBG program activities and is working with local landlords, property management professionals and the Housing Authority of Cochise County to let persons/families who may be in need of this temporary rental assistance of its availability.

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

### **Actions taken to address the needs of public housing**

The City does not have any public housing developments; however, the Section 8 Housing Choice Voucher program is offered in the City by the Housing Authority of Cochise County. Each CDBG plan year, the HACC is consulted in regards to Housing needs; however, due to our very limited resources the City's focus remains on infrastructure and public facility improvements.

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

The City of Douglas does not have public housing; however, through the Housing Authority of Cochise County's Section 8 program, participants are encouraged to sign up for the Family Self-Sufficiency Program. The FSS program offers referrals to homeownership counseling to those participants who express an interest in becoming homeowners.

### **Actions taken to provide assistance to troubled PHAs**

The Housing Authority of Cochise County is in good standing with the U.S. Department of HUD and is not a troubled PHA.

### **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)**

Douglas does not put any limitations on growth. Through vehicles such as zoning ordinances, subdivision controls, permit systems, and housing codes and standards, the City has attempted to ensure the health, safety and quality of life of its residents.

In order to facilitate the development of affordable housing, the City may consider assisting developers by waiving or deferring impact fees.

The City of Douglas has made progress and actively continues to work on updating zoning ordinances and the City's General Plan to allow for development of multiple types of affordable housing options within the City.

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

As mentioned above, the City of Douglas has worked in partnership with several developers in order to seek permanent funding for the construction of affordable family housing apartment complexes. The Douglas Housing Corporation I (DHC I) helped two local affordable housing apartment complexes get established within our community by acting as the non-profit Managing General Partner for several years.

The City is actively continuing to market the availability of Emergency Rental Assistance to local eligible households using FY16 CDBG funds. A large portion of the CDBG-CV and CDBG-CV3 funds was utilized on homelessness prevention by providing mortgage/rent/utilities assistance to local households whose ability to pay was impacted by the Covid-19 pandemic.

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

The primary objective is the provision of a suitable living environment and the provision of services for low and moderate income persons. This includes a wide range of programs and activities, focusing on housing conditions and infrastructure improvements. The Housing Authority of Cochise County, through their Section 8 Housing Choice Voucher Program, provides information to owners/landlords on lead-based paint hazards and enforces lead-based paint requirements for all households receiving Section 8 assistance through the program.

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

Economic Development is crucial to the growth and revitalization of Douglas. Improvement of infrastructure is necessary in order to attract new businesses to the community. The City's infrastructure is older and in need of upgrades to make the City attractive for business expansion and development. Public Facility and Infrastructure improvements are a large focus of CDBG activities for the entitlement cycle 2019-2023.

In an effort to help address the needs of poverty-level families, the City used a great portion of the CV and CV-3 funding allocations to address the needs of the underserved population by providing assistance for rent, mortgage, utilities and nutrition.

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

The City of Douglas Neighborhood Resources and Grants Department is the lead agency for Consolidated Plan activities, and has developed working relationships and contacts with several service providers, non for profit organizations, housing developers and agencies at the state, regional and local levels.

The City of Douglas works closely with the Housing Authority of Cochise County to offer housing assistance. The Housing Authority of Cochise County offers Section 8 HCV, as well as special programs to include VASH, HOPWA and Emergency Housing Vouchers (EHV). The City also works closely with the Continuum of Care and refers local residents to the non-profit agencies who provide services through the CoC.

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

The City of Douglas does not have any public housing; however, as mentioned before, has developed programs for Housing Rehabilitation, and Emergency Home Repair (both are currently un-funded) and works in partnership with several agencies that provide social and housing services.

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

Impediments identified were as follows:

- 1) Need for increased awareness, outreach and education regarding Fair Housing. The City of Douglas Public Housing Authority (PHA) displays fair housing materials at City Hall, and provides free copies of materials to the public. In addition, the Mayor of the City issues a Fair Housing proclamation every year in April, which is identified as National Fair Housing month. The PHA, through coordination with the Fair Housing Council of Tucson, Arizona, offers Fair Housing training workshops to local residents, housing providers and realtors. The Fair Housing logo is included in all of the PHA's correspondence and forms.

2) Limited supply of affordable housing. The City will continue to use all available federal and state resources and programs to address high priority housing needs for rehabilitation, preservation, and development of affordable housing units. Currently, the City of Douglas PHA administers approximately 193 Section 8 Housing Choice vouchers.

3) Government Policies. Impediments here were deal with issues relating to the development of land including housing that is available to a wide range of persons and income levels in disparate locations. Partnerships with developers, such as the partnership formed to build Sun Ray Family Apartments, in which the City obligated funds from the General Fund towards its development and deferred development fees, serve as an incentive for future development of affordable housing.

4) Awareness of Potential Discrimination. Although no specific incidents of discrimination have been noted, the Analysis of Impediments identified potential discrimination due to the age of the City's housing stock which may cause potential discrimination incidents in the rental market. Disabled persons may face discrimination or difficulties in finding appropriate housing due to the small number of adaptable units. Also, there is a high percentage of family households that are slightly larger in size than the national norm, indicating a demand for larger housing units. The recommendation here is to increase housing choice alternatives for the disabled families and families with children by encouraging the construction of affordable, and especially rental housing.

## **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**

For contract years FY 2019-2023, the City does not anticipate having any sub recipients of CDBG entitlement funding (regular CDBG funds). All projects will be done in-house. The City of Douglas Neighborhood Resources and Grants Department is the lead office which will monitor the progress of all projects, with the assistance of the Finance Director, who will monitor spending and budget allocations. We will continue to monitor our progress and comply with completing the required projects and financial reporting.

For program year 2022 the City continued with ensuring that remaining CDBG-CV3 funding allocations are utilized to undertake public service activities to prepare for, prevent or respond to the Covid-19 pandemic continued to be used for the identified activities. Not much progress was made in utilizing the remaining funds during the program year; however the City of Douglas continues to monitor the progress of all projects on an ongoing basis, with the assistance of the Finance Director, who monitors spending and budget allocations. Our ultimate goal remains to comply with completing the required projects and financial reporting.

## **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.**

The City has implemented a Citizen Participation Plan, and has worked continuously with the public and community leaders and stakeholders to determine the most pressing needs of the community in setting up the Five Year Plan. The public is given notice of all public meetings, public hearings and how to participate in the public review and comment periods via published notices in a local distribution newspaper and the City's website.

For our CAPER, the draft report was made available for public review and comment for a period of 15 days and the public was given the opportunity to provide all comments via email or written form during the public review and comment period, as well as an opportunity to attend a public hearing in person on

September September 13, 2023. There were no public comments received during the public review and comment period nor during the public hearing.

#### **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 Douglas program objectives for program year 2022. City of Douglas staff have been diligently working on completing the environmental review for FY22 activities so that staff can get started on the projects and activities. The City intends to fully carry out and complete all proposed activities using CDBG funds.

**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-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 Douglas program objectives for program year 2022. City of Douglas staff have been diligently working on completing the environmental review for FY22 activities so that staff can get started on the projects and activities. The City intends to fully carry out and complete all proposed activities using CDBG funds.

**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-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	0	0	0	0	0
Total Labor Hours	0				
Total Section 3 Worker Hours	0				
Total Targeted Section 3 Worker Hours	0				

Table 8 – 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	0				
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.	0				
Direct, on-the job training (including apprenticeships).	0				
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.	0				
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).	0				
Outreach efforts to identify and secure bids from Section 3 business concerns.	0				
Technical assistance to help Section 3 business concerns understand and bid on contracts.	0				
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.	0				
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.	0				
Held one or more job fairs.	0				
Provided or connected residents with supportive services that can provide direct services or referrals.	0				
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.	0				
Assisted residents with finding child care.	0				
Assisted residents to apply for, or attend community college or a four year educational institution.	0				
Assisted residents to apply for, or attend vocational/technical training.	0				
Assisted residents to obtain financial literacy training and/or coaching.	0				
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.	0				
Provided or connected residents with training on computer use or online technologies.	0				
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.	0				
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.	0				

Other.	0				
--------	---	--	--	--	--

**Table 9 – Qualitative Efforts - Number of Activities by Program**

**Narrative**

N/A

The City uses internal staff to complete CDBG projects - no outside labor is contracted.

## **Attachment**

### **CAPER FY2022-23 Cover Page**

CITY OF DOUGLAS



CDBG

**CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT  
(CAPER)**

**FY 2022-2023**

# PR-26 CDBG and CDBG-CV Financial Summary Reports



PART II: SUMMARY OF CDBG EXPENDITURES	
0. UNENCASHED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	0.00
01 ENTITLEMENT GRANT	170,735.00
02 PAYMENT IN LIEU OF TAXES	0.00
03 SECTION 403 SUBDIVIDED CDBG FUNDS	0.00
04 CARRYOVER FROM PREVIOUS PROGRAM YEAR	0.00
05 CARRYOVER FROM PREVIOUS PROGRAM YEAR (LINES 03+04)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
07 FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
08 ADJUSTMENT TO CARRYOVER FUNDS AVAILABLE	0.00
09 TOTAL AVAILABLE (\$M, LINES 01-07)	170,735.00
PART III: SUMMARY OF CDBG EXPENDITURES	
10 EXPENDITURES FOR CARRYOVER FUNDS AND PLANNING/ADMINISTRATION	106,307.29
11 ADJUSTMENT TO CARRYOVER FUNDS SUBJECT TO CARRYOVER BERTHES	0.00
12 ADJUSTMENT TO LOWER BERTHES (LINE 09 + LINE 11)	250,902.79
13 ADJUSTMENT TO CARRYOVER FUNDS SUBJECT TO CARRYOVER BERTHES	7,444.29
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (\$M, LINES 11-14)	254,252.00
16 UNENCASHED CDBG FUNDS (LINE 09 - LINE 15)	(44,480.00)
PAYMENT IN LIEU OF TAXES SUBJECT TO CARRYOVER BERTHES THIS REPORTING PERIOD	
17 EXPENDED FOR LOWER BERTHES SPECIAL ACTIVITIES	0.00
18 EXPENDED FOR CDBG PLANNING/ADMINISTRATION	0.00
19 DISBURSED FOR OTHER LOWER BERTHES	250,902.79
20 ADJUSTMENT TO COMPUTE TOTAL LOWER BERTHES	0.00
21 TOTAL PAYMENT IN LIEU OF TAXES (LINES 17-20)	250,902.79
22 FEDERAL PAYMENT IN LIEU OF TAXES (LINES 11-14)	102,102.00
LOW/NOP BERTHES FOR MULTI-YEAR CERTIFICATIONS	
23 PAYMENT IN LIEU OF TAXES SUBJECT TO CARRYOVER BERTHES	0.00
24 CARRYOVER BERTHES SUBJECT TO LOWER BERTHES CALCULATION	0.00
25 CUMULATIVE DISBURSEMENTS SUBJECT TO LOWER BERTHES	0.00
26 PAYMENT IN LIEU OF TAXES SUBJECT TO CARRYOVER BERTHES (LINES 23-25)	0.00
PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS	
27 DISBURSED EXPENSES FOR PUBLIC SERVICES	0.00
28 PS 09 ADJUSTMENT CALCULATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS 10 ADJUSTMENT CALCULATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS CALCULATIONS	0.00
31 TOTAL PS DISBURSEMENTS (LINE 27 + LINE 29 + LINE 30 + LINE 32)	0.00
32 PAYMENT IN LIEU OF TAXES	120,282.00
33 PRIOR YEAR PROGRAM INCOME	0.00
34 ADJUSTMENT TO COMPUTE TOTAL PS EXPENSES	0.00
35 TOTAL BERTHES (LINES 28-33)	120,282.00
36 FEDERAL FUNDS DISBURSED FOR PS ADJUSTMENT (LINES 34-35)	0.0000
PART V: PLANNING AND ADMINISTRATION (PA) CAP	
37 PAYMENT IN LIEU OF TAXES SUBJECT TO CARRYOVER BERTHES	7,444.29
38 PA UNDISBURSED DISBURSEMENTS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNDISBURSED DISBURSEMENTS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE PA CAP	0.00
41 TOTAL PA DISBURSEMENTS (LINES 37-39 + LINE 30 + LINE 40)	7,444.29
42 ENTITLEMENT GRANT	170,735.00
43 CURRENT YEAR PROGRAM INCOME	0.00
44 ADJUSTMENT TO COMPUTE PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (\$M, LINES 42-44)	170,735.00
46 PAYMENT IN LIEU OF TAXES FOR PA ACTIVITIES (LINES 40-45)	4,070.00

1000 CLAS. NO.

LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

No data returned for this view. This might be because the applied filter excludes all data.

LIVE 18 DETAIL ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LIVE 18

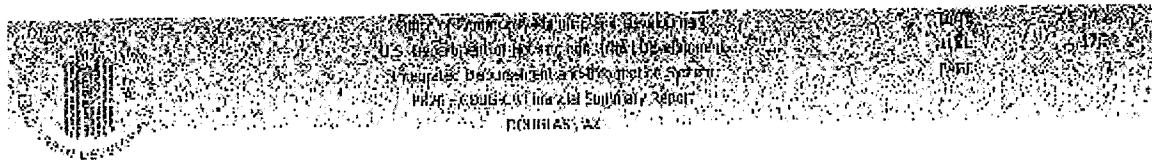
No data collected for this view. This might be because the selected filter excludes all data.

LINE 19 DETAILED ACTIVITIES (INC. UPTO THE COMPLETION OF LINE 20)

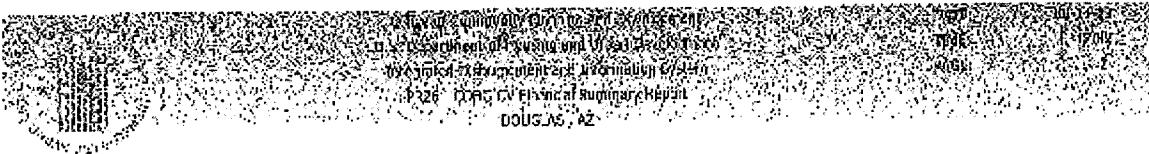
LINE 27 DETAILS ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 21

No data returned for this view. This might be because the applied filter excludes all data.

**LINE 37 DETAIL ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 3**



<b>PART I: SUMMARY OF CDBG-CV RESOURCES</b>	
01 CDBG-CV GRANT	200,018.00
02 FUNDS RETURNED TO THE LINE OF CREDIT	0.00
03 FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
04 TOTAL CDBG-CV FUNDS AWARDED	200,018.00
<b>PART II: SUMMARY OF CDBG-CV EXPENDITURES</b>	
05 DISBURSEMENT'S OTHER THAN REPAYMENT FOR REPAYMENT AND PLANNING/ADMINISTRATION	102,012.04
06 DISBURSEMENT'S FOR PLANNING/ADMINISTRATION	14,882.43
07 DISBURSEMENT'S FOR REPAYMENT FOR REPAYMENT	9.00
08 TOTAL EXPENDITURES (SUM OF NF5-CV-05)	117,603.47
09 UNEXPENDED BALANCE (LINE 04 - LINE 08)	82,414.53
<b>PART III: LOWINMOD BENEFIT FOR THE CDBG-CV GRANT</b>	
10 EXPENDED FOR LOWINMOD HOUSING IN SPECIAL AREA	0.00
11 EXPENDED FOR LOWINMOD MULTI UNIT HOUSING	0.00
12 DISBURSED FOR OTHER LOWINMOD ACTIVITIES	55,877.04
13 TOTAL LOWINMOD CREDIT (SUM, LINES 11-12)	55,877.04
14 AMOUNT SUBJECT TO LOWINMOD BENEFIT (LINE 09)	102,882.04
15 PERCENT LOWINMOD CREDIT (LINE 13/LINE 14)	34.29%
<b>PART IV: PUBLIC SERVICE (PS) CALCULATIONS</b>	
16 DISBURSED IN DS FOR PUBLIC SERVICES	132,002.04
17 CDBG-CV GRANT	200,018.00
18 PERCENT OF FUNDS DISBURSED FOR PS ACTIVITIES (LINE 16/LINE 17)	61.12%
<b>PART V: PLANNING AND ADMINISTRATION (PA) CAP</b>	
19 DISBURSED IN DS FOR PLANNING/ADMINISTRATION	14,882.43
20 CDBG-CV GRANT	200,018.00
21 PERCENT OF FUNDS DISBURSED FOR PA ACTIVITIES (LINE 19/LINE 20)	7.45%



**LINE 10 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 10**

No data returned for this view. This might be because the applied filter excludes all data.

**LINE 11 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 11**

No data returned for this view. This might be because the applied filter excludes all data.

**LINE 12 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 12**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	10	25	0480260	Public Services CRRC-CVA	052	LMA	\$26,062.00
			1521415	Public Services CRRC-CVA	052	LMA	\$26,081.00
			6614394	Public Services CRRC-CVA	052	LMA	\$5,064.04
<b>Total</b>							<b>\$56,677.04</b>

**LINE 16 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 16**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	7	20	9-82224	Public Services CRRC-CVA	052	URG	\$60,725.00
	8	24	8408260	City Covid-19 Related Costs CRRC-CVA	052	URG	\$10,092.00
			8408262	City Covid-19 Related Costs CRRC-CVA	052	URG	\$5,337.87
	11	26	6408260	Public Services CRRC-CVA	052	LMA	\$26,092.00
			6608260	Public Services CRRC-CVA	052	LMA	\$26,081.00
			6614394	Public Services CRRC-CVA	052	LMA	\$6,100.04
<b>Total</b>							<b>\$162,852.04</b>

**LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	0	23	4-81788	CRRC-CVA Administration/Planning	21A		\$10,625.00
	11	26	9-80257	CRRC-CVA Admin/Planning	21A		\$1,027.43
<b>Total</b>							<b>\$14,652.43</b>

# CAPER public hearing notice ¯ Affidavit of Publication

## PUBLIC NOTICE

### NOTICE OF PUBLIC HEARING AND SOLICITATION OF COMMENTS CITY OF DOUGLAS CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

The City of Douglas' Consolidated Annual Performance and Evaluation Report (CAPER) for FY 2022 will be available for public review. The purpose of the CAPER is to report the outcomes of the use of Community Development Block Grant (CDBG) funding for the fiscal year ended June 30, 2023. A public hearing will be conducted at 5:45 p.m. on September 13, 2023, at the Douglas City Hall Council Chambers, located at 425 10<sup>th</sup> Street. The purpose of this meeting is to review the CAPER report and solicit public comments regarding the report. *Public comments will be accepted for a 15-day period beginning August 25, 2023 and ending September 10, 2023 at 5:00 p.m.* The FY 2022 CAPER will be available at the following locations: 1) on the City's website at [www.douglasaz.gov](http://www.douglasaz.gov); 2) at the front counter of the City of Douglas Administration Department located at City Hall, 425 E. 10<sup>th</sup> Street, Douglas, AZ 85607; and 3) at the scheduled public meeting listed above.

Information on the CAPER may also be obtained by written request mailed to:

City of Douglas  
Neighborhood Resources and Grants Division  
425 10<sup>th</sup> Street  
Douglas, AZ 85607  
or by written e-mail to:  
[Xenia.Gonzalez@douglasaz.gov](mailto:Xenia.Gonzalez@douglasaz.gov)

Accommodations for individuals with disabilities. Alternative format materials, assistive listening devices or interpretation in languages other than English are available upon 72 hours advance notice through the City of Douglas Neighborhood Resources and Grants Division, 425 10<sup>th</sup> Street, Douglas, AZ 85607; (520) 417-7309.

*Asistencia en español: Para que le interpreten este aviso en español, llame al (520) 417-7309.*

For publication on: Wednesday, August 23, 2023





# CAPER public hearing sign-in sheet

<p style="text-align: center;"><b>PUBLIC HEARING CDBG FY2022 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) 425 E. 10<sup>th</sup> Street Douglas, Arizona 85607</b></p>			
<b>Time:</b> 5:45 p.m.	<b>Date:</b> September 13, 2023		
<b>Facilitator:</b> Xenia Gonzalez		<b>Place/Room:</b> City Council Chambers	
Name	Organization	Phone	E-Mail
<b>City Staff:</b>			
Mayor Donald Huish	City of Douglas		<a href="mailto:donald.huish@douglasaz.gov">donald.huish@douglasaz.gov</a>
Councilmember Mitch Lindemann	City of Douglas		<a href="mailto:mitch.lindemann@douglasaz.gov">mitch.lindemann@douglasaz.gov</a>
Councilmember Ray Shelton	City of Douglas		<a href="mailto:ray.shelton@douglasaz.gov">ray.shelton@douglasaz.gov</a>
Councilmember Michael Baldenegro	City of Douglas		<a href="mailto:michael.baldenegro@douglasaz.gov">michael.baldenegro@douglasaz.gov</a>
Councilmember José Grijalva	City of Douglas		<a href="mailto:jose.grijalva@douglasaz.gov">jose.grijalva@douglasaz.gov</a>
Councilmember Danya Acosta (online from Laughlin, NV)	City of Douglas		<a href="mailto:danya.acosta@douglasaz.gov">danya.acosta@douglasaz.gov</a>
City Manager Ana Urquijo	City of Douglas		<a href="mailto:ana.urquijo@douglasaz.gov">ana.urquijo@douglasaz.gov</a>
Deputy City Manager Luis Pedroza	City of Douglas		<a href="mailto:luis.pedroza@douglasaz.gov">luis.pedroza@douglasaz.gov</a>
City Clerk Alma Andrade	City of Douglas		<a href="mailto:alma.andrade@douglasaz.gov">alma.andrade@douglasaz.gov</a>
City Attorney Denis Fitzgibbons (online from Casa Grande, AZ)	Fitzgibbons Law		<a href="mailto:denis@fitzgibbonslaw.com">denis@fitzgibbonslaw.com</a>



# MC Agenda CAPER public hearing

**MAYOR AND COUNCIL PUBLIC MEETING NOTICE  
SPECIAL MEETING PUBLIC HEARING - SEPTEMBER 13,  
2023 AT 5:45 PM**



Pursuant to A.R.S. Sec. 538-431.02, notice is hereby given to the members of the City Council and to the general public that the Mayor and Council will hold a **SPECIAL MEETING** at 5:45 p.m., and a **REGULAR MEETING** at 6:00 p.m., on **WEDNESDAY, SEPTEMBER 13, 2023**, meetings are open to the public, at City Hall - Council Chamber, 425 Tenth Street, Douglas, AZ 85607.

If you would like to address the City Council regarding any item on the agenda, please contact the City Clerk at (520) 417-7301 or via email at [alma.andrade@douglasaz.gov](mailto:alma.andrade@douglasaz.gov) to complete your request to speak form.

**Members of the City of Douglas Council will attend either in person or by telephone.**

If authorized by a majority vote of the Council of the City of Douglas, the Council may adjourn the meeting at any time and move into Executive Session for legal advice on any agenda item, pursuant to A.R.S. § 38-431.03. The Executive Session will be held immediately after the vote to go into Executive Session and will not be open to the public.

Notice is hereby given that pursuant to A.R.S. §1-602. A.9, subject to certain specified statutory exceptions, parents have a right to consent before the State or any of its political subdivisions make a video or audio recording of a minor child. Meetings of the City Council are audio and/or video recorded, and, as a result, proceedings in which children are present may be subject to such recording. Parents in order to exercise their rights may either file written consent with the City Clerk to such recording, or take personal action to ensure that their child or children are not present when a recording may be made. If a child is present at the time a recording is made, the City will assume that the rights afforded parents pursuant to A.R.S. §1-602. A.9 have been waived."

**AGENDA** - A copy of the agenda will be available at the office of the City Clerk at 425 Tenth Street, Douglas, Arizona at least twenty-four hours in advance of the meeting.

**CONSENT AGENDA - ORDER, DEFERRAL AND ACCELERATION OF AGENDA ITEMS, MAY OCCUR, ALONG WITH VOTE WITHOUT DISCUSSION:** Information concerning the consent items has been forwarded to each Council Member prior to this meeting for study and is on file at the City Clerk's Office in City Hall. Unless some other member of the audience or Council Member has a question concerning an item and asks that it be withdrawn from the consent list, the items **OCCUR, ALONG WITH VOTE WITHOUT DISCUSSION:** are approved at one time by the City Council. The action taken by the Council in approving consent items is set forth in the explanation of the individual items.

**MEMBERS OF THE PUBLIC** can submit their questions for the Call to the Public section by email to [alma.andrade@douglasaz.gov](mailto:alma.andrade@douglasaz.gov) by Tuesday, SEPTEMBER 12, 2023, by 5:00 p.m. in order to be read during meeting. If a Call to the Public has been sent to the City Clerk, please call (346) 248-7799 at 6:00 p.m. and enter Meeting ID: 794-497-8929, Passcode: 9371 when prompted, and wait to be called upon to participate. Action taken as a result of public comment will be limited to directing staff to study the matter or rescheduling the matter for further consideration and decision at a later date.

**PUBLIC NOTICE** - Live Stream and Audio/Video recording may be in progress during all public portions of Council meetings held in these Chambers. If you are in Council Chambers during the Council meeting you are consenting to be recorded and live-streamed.

Dated this 8th day of September 2023.

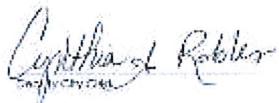
AGENDA Page 1 of 2

**AGENDA**

**SPECIAL MEETING PUBLIC HEARING - SEPTEMBER 13, 2023**

- 1. CALL TO ORDER.**
- 2. ROLL CALL.**
- 3. PERSONS WISHING TO ADDRESS THE COUNCIL IN WRITING OR VERBALLY ON ANY ITEM NOT ON THE AGENDA.**
- 4. PRESENTATION/DISCUSSION ON CAPER PUBLIC HEARING.**
  - A. The purpose of the PUBLIC HEARING is to allow public participation regarding the CITY of DOUGLAS COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CONSOLIDATED ANNUAL PERFORMANCE and EVALUATION REPORT for FY 2022.**
- 5. ADJOURNMENT.**

Posted at City Hall on Friday, September 8, 2023, @ 4:30 p.m. by:

  
Alfonso Andrade, City Clerk  
Cynthia L. Robles  
City Clerk

Members of the City of Douglas Council will attend either in person or by telephone.

PURSUANT TO THE AMERICANS WITH DISABILITIES ACT (ADA), THE CITY OF DOUGLAS DOES NOT, BY REASON OF A DISABILITY, EXCLUDE FROM PARTICIPATION IN OR DENY BENEFITS OF SERVICES, PROGRAMS OR ACTIVITIES OR DISCRIMINATE AGAINST ANY QUALIFIED PERSON WITH A DISABILITY. INQUIRIES REGARDING COMPLIANCE WITH ADA PROVISION, ACCESSIBILITY OR ACCOMMODATION CAN BE DIRECTED TO JAVIER CAMPBELL WITHIN 72 HOURS AT TELEPHONE NO. (520) 417-7311, PHONE/TDD/TTY NO. (520) 364-3582, FAX (520) 417-7174, 425 TENTH STREET, DOUGLAS, ARIZONA 85607