



CARROLLTON

T E X A S

Program Year 2017

Consolidated Annual Performance and Evaluation Report



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 following CAPER represents the fourth year completed under the Carrollton's 2014-2018 Consolidated Plan. This report represents October 1, 2017 through September 30, 2018. The objective of Carrollton's CDBG Program is to support activities which meet at least one of the primary national CDBG objectives, i.e. development of viable urban communities by providing a suitable living environment, decent housing and expansion of economic opportunities for persons of low and moderate income. Based on the needs analysis in 2014, the following strategy areas were identified and are reaffirmed in this annual report.

- Improve Neighborhood Infrastructure: Use CDBG funds to leverage infrastructure improvements.
- Enhance Code Enforcement: Use CDBG funds to pay for one salaried code enforcement officer to work in the CDBG Target area.
- Provide Neighborhood Matching Grants: Use general funds to create a more proactive municipal contribution in order to preserve and enhance neighborhoods throughout the city.
- Preserve Existing Housing Stock: Use CDBG and general funds to provide interior and exterior home repairs for income-qualifying homeowners.
- Assist Social Service Providers: Use general funds for the enhancement of services to meet the needs of low-to-moderate income citizens.
- Promote Economic Development: Use general funds for the improvement of aging retail spaces.

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
Goal 1. Improve Neighborhood Infrastructure	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	1		12585	0	0.00%
Goal 1. Improve Neighborhood Infrastructure	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	500	344	68.80%	73	0	0.00%
Goal 2. Enhance Code Enforcement	Non-Housing Community Development	CDBG: \$	Rental units rehabilitated	Household Housing Unit	0	419		200	419	209.50%
Goal 2. Enhance Code Enforcement	Non-Housing Community Development	CDBG: \$	Buildings Demolished	Buildings	25	2	8.00%			
Goal 2. Enhance Code Enforcement	Non-Housing Community Development	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	7500	4992	66.56%	4013	1651	41.14%
Goal 3. Provide Neighborhood Matching Grants	Non-Housing Community Development	CDBG: \$0	Other	Other	5	5	100.00%	5	0	0.00%

Goal 4. Preserve Existing Housing Stock	Affordable Housing Non-Housing Community Development	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	100	49	49.00%	18	11	61.11%
Goal 5. Assist Service Providers	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$0	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted		0				
Goal 5. Assist Service Providers	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$0	Homelessness Prevention	Persons Assisted	75000	31672	42.23%	15000	15994	106.63%
Promote Economic Development	Non-Housing Community Development	CDBG: \$0	Facade treatment/business building rehabilitation	Business	0	0		1	0	0.00%

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 Carrollton is an entitlement community under HUD's CDBG Program. During the 2017 Program Year a total of \$782,379 in CDBG funding was available to the City of Carrollton to further the objectives of the 2014-2018 Consolidated Plan. This included PY2017 funding of \$722,379 and an additional \$60,000 from PY2015 & PY2016 funding. The CDBG funding was allocated in the following manner:

- 78.39% or \$566,278 was dedicated to physical improvements to the infrastructure within the Woodcrest Estates Neighborhood as part of the N.O.T.I.C.E. program.
- 10.94% of \$79,000 was dedicated to the city's housing rehabilitation program which includes the Minor Home Repair Grant, Emergency Repair Grant, and for People Helping People projects.
- 8.59% or \$62,101 was for Enhanced Code Enforcement in the CDBG target area.
- 2.08% or \$15,000 was dedicated for development of the toddler playground at the Crosby Recreational Centers. (PY2015 and PY2016 funding totaling \$60,000 was also allocated to this project for a total of \$75,000)

The City of Carrollton also provided general funds for PY2017 to meet the goals and objectives in the following amounts:

- \$1,331,663 for infrastructure improvements in the Woodcrest Estates subdivision.
- \$391,200 to enhance local social service agencies' activities for Carrollton's vulnerable populations.
- \$187,354 in salary and benefits for three staff positions implementing CDBG and Neighborhood Partnership activities.
- \$60,000 for beautification programs through the Neighborhood Enhancement Matching Grant Program.
- \$45,000 for Neighborhood Empowerment Zone minor home repair projects.

Improve Neighborhood Infrastructure

- NOTICE project for Woodcrest Estates subdivision using both CDBG and general funds for infrastructure repairs of streets, sidewalks, and water and sewer lines. Project will be completed in PY2018. CDBG funding of \$118,418.13 was drawn upon during PY2017.
- Toddler park improvement at the Crosby Recreation Center will provide a play area for children of low to moderate income families in the CDBG Target Area. Project will be completed in PY2018. No CDBG funding was drawn upon during PY2017.

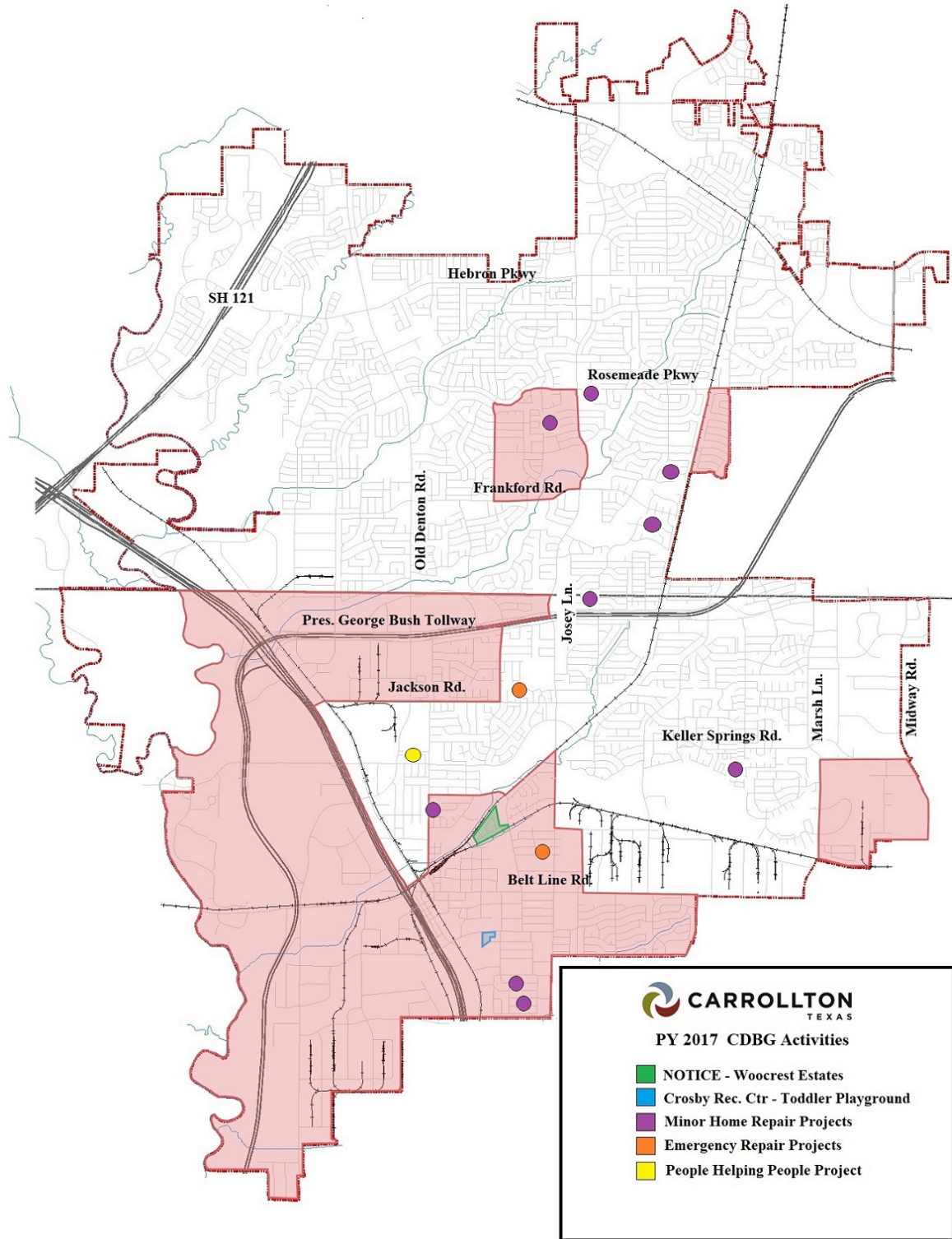
Enhanced Code Enforcement: In PY2017 the CDBG code enforcement officer was assigned to inspect

apartments in the CDBG target area. With this change in duties came a reduction in the number of inspections. Resolved 419 apartments found to be substandard. CDBG funding of \$64,803.18 was drawn during PY2017.

Preserve Existing Housing Stock

- The Minor Home Repair Program implemented projects to assist low to moderate income homeowners with minor interior and exterior home repairs such as painting, siding, soffit and trim repair along with plumbing projects.
- The Emergency Repair Grant was used to complete projects to assist low to moderate income homeowners with interior and exterior emergency repairs such as HVAC unit repair and roofing work.
- The People Helping People Program worked with volunteers to assist low to moderate income homeowners with minor exterior home repairs.
- Neighborhood Empowerment Zone Minor Home Repair used General Funds to assist low to moderate income homeowners with exterior repairs such as sewer line and drainage issues. .

Assisted Social Service Providers: General Funds totaling \$391,200 were used to fund various social service agencies within the community to assist low to moderate income individuals, especially those of low and extremely low income.



PY2017 CDBG Activity Locations

CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG
White	10
Black or African American	0
Asian	1
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Total	11
Hispanic	5
Not Hispanic	0

Table 1 – Table of assistance to racial and ethnic populations by source of funds

Narrative

Housing rehabilitation projects accounted for 18.88% of the total CDBG funding drawn in PY2017. The table above accounts for the distribution by race of the housing activities. In PY 2017, eleven (11) homes were rehabilitated using CDBG funds. Hispanic recipients accounted for 45.4% of the clients, Black - 0%, Asian - 9.1% and White (non-Hispanic) - 45.4%.

Neighborhoods receiving improvements in Carrollton are ranked according to infrastructure needs and low income status. In PY2017 38.38% of CDBG funds drawn were allocated for neighborhood project in Woodcrest Estates. This project was started in PY2017 but will not be finished until PY2018. It is not being listed as an accomplishment for PY2017, but funding drawn in PY2017 is being accounted for in the PY2017 CAPER. This project is located in minority, primarily Hispanic, concentrated areas. In 2013 the Hispanic ethnic group accounted for 31% percent of Carrollton's population, and the Hispanic poverty rate was twice as high as other ethnic and racial groups in Carrollton.

The calculation is based on the following definition: A minority concentrated area is any neighborhood or Census tract in which: 1) The percentage of households in a particular racial or ethnic minority group is at least 20 percentage points higher than the percentage of that minority group for the housing market areas; 2) The total percentage of minority persons is at least 20 percentage points higher than the total percentage of all minorities in the housing market areas as a whole; or 3) If a metropolitan area, the total percentage of minority persons exceeds 50 percent of its population. The housing market area is the region where it is likely that renters and purchasers would be drawn for a particular housing project. Generally the housing market area is the county.

The following illustrates the total number and demographic characteristics of individuals served by the social services agencies that received general funds from the City of Carrollton in PY2017 (Fiscal Year 2018). Of Carrollton residents 640 or 4.0% of the clients served were Asian, 4,132 or 25.83% were White (non-Hispanic), 3,610 or 22.57% were Black or African American, 6,555 or 40.98% were Hispanic, 59 or .37% were American Native or Alaskan, 998 or 6.25% were listed as unknown or other. In the American Communities Survey for 2013 Carrollton's ethnic and racial breakdown was roughly 14% Asian, 67% White, 9% Black and 31% Hispanic.

DRAFT

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	782,379	308,548
HOME	HOME		
HOPWA	HOPWA		
ESG	ESG		
Other	Other		

Table 3 Resources Made Available

Narrative

In the 2014-2018 Consolidated Plan the City of Carrollton identified the preservation of existing housing stock as a priority. There are currently three housing rehabilitation programs in the City of Carrollton CDBG program: The Minor Home Repair Program, the Emergency Repair Grant and the People Helping People Program. These programs are not limited to a specific geographic area, but are only for low to moderate income homeowners that live within the City of Carrollton; \$79,000 or 10.1% of the total CDBG resources was dedicated to housing rehabilitation projects for low to moderate income homeowners.

In PY2017 the CDBG funding allocations in the PY2017 Action Plan for housing rehabilitation were:

- **60,000 for Minor Home Repair**

The Minor Home Repair Program is an interior/exterior home repair program targeting income-qualified homeowners in Carrollton. The funding is not a grant but instead a deferred loan in which homeowners are required to live in their homes between 3 and 7 years in exchange for the loan repayment. In PY2017 \$48,830 was drawn upon to fund repairs of nine (9) homes for this program. This accounted for 15.8% of drawn funding for PY2017.

- **\$10,000 for Emergency Repair Grant**

The Emergency Repair Grant is an interior/exterior home repair program serving low income homeowners in Carrollton. This grant provides up to \$5,000 to repair items that present an immediate health and safety issue for the resident, such as HVAC units, water heaters, and plumbing. It is the only Carrollton program that allows mobile homes to qualify. In PY2017 \$8,076.79 was drawn upon to fund two (2) projects for this program. This accounted for 2.6% of drawn funding in PY2017.

- **\$9,000 for People Helping People**

The People Helping People Program is a minor exterior home repair program for low income homeowners in Carrollton. This grant uses local volunteer groups to complete needed repairs and

updates. It provides funding for supplies and tools for work such as painting and minor siding repairs. In PY2017 \$1,341.68 was drawn upon to start repairs on one (1) project. This is recording a partial funding of the project, as the project was started in PY2017 but will be completed in PY2018. It is not listed as an accomplishment for PY2017 but will be listed in PY2018. This accounted for .4% of drawn funding for PY2017.

- **\$67,077.75 NOTICE Rhoton Park**

The NOTICE Rhoton Park project was listed as an accomplishment in the PY2016 CAPER, however the PR26 report indicates funding was drawn during PY2017 for the project. The drawn funding amounted to \$67,077.75. The Rhoton Park project will not be counted as an accomplishment for PY2017 due to it being listed as one in PY2016. The funding provided for this project was part of CDBG funding still available from PY2015. Rhoton Park is also located in the LMI target area of the city. This accounted for 21.7% of drawn funding in PY2017.

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
2014-2018 NOTICE Priority Neighborhoods	89	88	87.68% of drawn funds were spend in the LMI target area.

Table 2 – Identify the geographic distribution and location of investments

Narrative

The 2014-2018 Consolidated Plan was based on low and moderate income (LMI) areas identified on the 2008-2012 and 2013 American Community Survey (ACS) and the 2014 HUD income designations for the DFW region. In Carrollton for a census tract to be designated low income, over 42.5 % of the population must live at or below 80% of the designated median family income for the area. In Carrollton the median income for a family of four is \$67,561. A family of four with an income less than \$54,058 is considered low income.

In general, the NOTICE Program targets financial resources for the design and implementation of all necessary street, sidewalk, and water and sewer line projects one neighborhood at a time until the entire infrastructure in the area has been repaired. This program has been a positive change agent in the community. In addition, the City conducts targeted and strengthened code enforcement efforts in the same neighborhood to foster a greater sense of neighborhood pride and an overall safer community. Also, the City follows up with improvements to public parks and/or other neighborhood facilities.

In PY2017 the CDBG resources allocated in the 2014-2018 LMI Target Areas were:

- **\$566,278 for NOTICE Woodcrest Estates Neighborhood**

The Woodcrest Estates Neighborhood was allocated \$566,278 of PY2017 CDBG funds. This project was started during PY2017, but will be completed in PY2018 and is not counted as an accomplishment for PY2017. CDBG funding in the amount of \$118,418.13 was drawn upon in PY2017 for this project. This accounted for 38.4% of funding drawn during PY2017.

- **\$75,000 for Crosby Recreation Center Toddler Park**

Funding from PY2017 of \$15,000 along with prior year funding from PY2015 and PY2016 of \$60,000 were applied to this project. The Crosby Recreation Center lies within the LMI target area and the toddler playground serve a population of approximately 22,000. In PY2017 this project was started, but it will not be completed until PY2018. No CDBG funding was drawn during PY2017.

- **\$60,000 for Minor Home Repair**

Sixty thousand dollars in PY2017 resources were dedicated to the Minor Home Repair Program. For PY2017 three (3) projects were performed in the LMI targeted Neighborhoods for a total of \$20,010 which accounted for 6.4% of funding drawn in PY2017. Six (6) other MHRP projects totaling \$23,240.50 were performed for low income qualifying homeowners outside the LMI target area and accounted for 7.5% of funding drawn in PY2017.

- **\$62,101 for Enhanced Code Enforcement**

In PY2017 \$62,101 was allocated for code enforcement. In PY2017 the CDBG officer was assigned to inspect apartments in the CDBG target area. With this change in duties came a reduction in the number of inspections. The change in Enhanced Code Enforcement from neighborhood preservation to apartments will ensure the structural quality and the safety of multi-family housing in the city. In PY2017 a total of \$64,803.18 in funding was drawn for code enforcement. This accounted for 21% of drawn funding in PY2017. This resulted in 419 substandard apartments being repaired.

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.

N.O.T.I.C.E. Woodcrest Estates. Since beginning the N.O.T.I.C.E. program in 2001, the City of Carrollton has been able to complete needed infrastructure improvements by breaking up large projects into smaller, more manageable endeavors. Because Carrollton has pursued funding on a year-to-year basis, we have secured CDBG funding and leveraged general funds on each project. This has allowed Carrollton to focus and complete more projects than just using general funds. When work for the Woodcrest Estates neighborhood is completed it will have addressed infrastructure repairs for 71 single family homes. The total cost for the project is \$1,897,941 of which \$1,331,663 was provided in general funds and accounted for 70.16% of the total project cost.

Assist Service Providers: Since 1998 the City's Community Development Program has worked to develop partnerships throughout the community. In PY2017 the City of Carrollton continued to support social service agencies by providing \$391,200 in general funds to five different social service providers that serve primarily low to moderate income residents in Carrollton. This funding in all cases amounts to less than 30 percent of the entire budget of any social service provider, yet was used to leverage and add to many existing programs. These programs are discussed in more detail in section CR-25 of this report. They help create necessary social safety nets for Carrollton's vulnerable populations and prevent overuse of other public services staff like police, school districts, courts and emergency personnel.

Community Development Staffing: Implementation and monitoring of CDBG funds for the city is performed by the Community Development staff. The Community Development staff is funded by general funds which amounted to \$187,354 for PY2017.

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
Total	0	0

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	18	11
Number of households supported through Acquisition of Existing Units	0	0
Total	18	11

Table 6 – Number of Households Supported

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

-Carrollton has no current program to provide homeless or non-homeless affordable housing units.

The City of Carrollton has a one year goal to rehab 18 existing housing units. In PY2017, eleven (11) CDBG funded rehabilitation housing projects were completed. The City also completed an additional four (4) home rehabilitation projects in the Neighborhood Empowerment Zones with general funds. Delays relating to contractor registration accounted for the shortfall in projects being completed. Those delays have been resolved.

Discuss how these outcomes will impact future annual action plans.

The City of Carrollton will proceed with current measures and no changes are expected to be made.

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	1	0
Low-income	10	0
Moderate-income	0	0
Total	11	0

Table 7 – Number of Households Served

Narrative Information

The Minor Home Repair, the Emergency Repair Grant, and People Helping People Programs provide low to moderate income homeowners with assistance for interior and exterior repairs on their homes. Funding available for all rehabilitation projects in these three programs amounted to \$79,000 for PY2017. Total funding drawn during PY2017 was \$58,248.97.

One hundred percent of all CDBG funding for the housing rehabilitation program was dedicated to persons of low to moderate income and was for needed repairs affecting the health, safety and long-term sustainability of the homes and the surrounding neighborhood. Eleven (11) homes were completed in PY2017. Of these homes one (9%) was occupied by extremely low income homeowner, ten (91%) were from low income families. Elderly homeowners accounted for seven (63.6%) of the projects in PY2017 and female head of household accounted for two (18.2%) of the projects completed.

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

For the strategies addressing the homeless and non-homeless with special needs populations included in the 2014-2018 Consolidated Plan, the City continues to allocate a portion of its general fund towards grants and donations to Carrollton service providers which target low to moderate income residents. The City also provides information, referral, and technical assistance along with financial support to local agencies serving the homeless and non-homeless citizens with special needs. Currently the city has not funded any homeless programs with CDBG resources. The city provided general funds to Metrocrest Services in PY2017 in the amount of \$391,200 for the assistance in anti-poverty initiatives, homelessness prevention and special needs populations.

The table below illustrates the agencies and the individuals assisted by income level last year. Of the total population of individuals served in PY2017 through the City's social service agencies strategy programs 42.3% were categorized as extremely low income. To be categorized as extremely low income, for example, a family of four would have to earn less than \$24,300 a year.

Agency Name	Moderate (>80% MFI)	Low (50%-80% MFI)	Very Low (30%-50% MFI)	Extremely Low (>30% MFI)	Income Unknown
Bea's Kids	0	0	0	155	0
CASA of Denton County	0	0	0	0	12
Childrens Advocacy Center For Denton County	47	30	27	84	0
WOVEN Community Clinic	56	626	436	65	23
Metrocrest Services	160	821	2287	6462	4703
Total	263	1477	2750	6766	4738

Table 8 - Agencies and individuals assisted by income level in PY2017

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Carrollton does not receive Emergency Shelter Grant (ESG) funding.

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 noted earlier, in addition, the City Council made available \$391,200 in general fund resources to agencies which are actively engaged in the provision of social services in Carrollton.

In exchange for the funding, the agencies and organizations work closely with the City in providing social services to all citizens in need. The close partnership the City has with each agency has grown with each year of collaboration. The staff who are employed as part of the CDBG grant administration and planning activity provide technical, referral, and capacity building assistance for the agencies on an ongoing basis.

In PY2017, the City helped accomplish the following goals through its local non-profit partners in an attempt to reduce the overall number of persons living in poverty in Carrollton:

- Funded food pantries in both Dallas and Denton counties in Carrollton.
- Improved access to preventative care, basic health care and medical services for low to moderate income families thus reducing costs for medical services and expensive trips to the emergency room.
- Improved the linkage between job training programs and local job creation efforts to attract jobs that pay above minimum wages and provide people with the ability to service a home mortgage.
- Promoted financial counseling and classes on budgeting and money management. In PY2017, the City continued to promote area training and educational opportunities in this area.
- Promoted linkages between housing, employment, and educational systems and/or facilities.
- Promoted programs and training that help families-in-need to become more self-sufficient.
- Funded after-school programs for low income students providing tutoring and college preparation for junior high school and high school students coming from families where the majority of parents never finished high school.
- Funded domestic violence and leadership training for adults and children.

The table below identifies the principal partners for the City's PY2017 (Fiscal Year 2018) priority funding for Carrollton's social service agencies:

Agency	Types of Service	Persons Assisted	Amount Funded
Bea's Kids	Youth Services	155	\$3,600.00
CASA of Denton County	Youth Services	12	\$6,700.00
Childrens Advocacy of Denton County	Youth Services	184	\$33,500.00
WOVEN Community Clinic	Medical Services	1206	\$12,400.00
Metrocrest Services	Homeless & Crisis Services and Elderly Care	14437	\$335,000.00
Total		15994	\$391,200.00

Table 9 – City Funding to Social Service Agencies

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's position on this issue will continue to be one of supporting and assisting agencies that are working to address this challenge in a coordinated and proactive manner.

The above mentioned services are provided to the homeless population, population at risk of becoming homeless, and those transitioning from homelessness. The City of Carrollton also supplements the work of the various City-funded social service agencies to end chronic homelessness by promoting the preservation and maintenance of existing housing through its Minor Home Repair Program, People Helping People and Emergency Repair Grant.

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

Actions taken to address the needs of public housing

This section is not applicable, as the City of Carrollton does not have a public housing authority. Also, the City does not receive or administer funds for assisted housing. Data on the number of individuals with Section 8 housing in Carrollton was not available.

Dallas County Housing Authority

The waiting list for Section 8 housing in Dallas County currently exceeds 5,000 families

Denton County Housing Authority

Denton County maintains 1,526 Section 8 housing vouchers for the county. The Section 8 waiting list is closed with an approximate five-year waiting period for those currently pending on the Section 8 list.

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

Actions taken to provide assistance to troubled PHAs

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)

The City of Carrollton continues to maintain a strong emphasis on safe and affordable housing for all residents. The City of Carrollton Environmental Services Department has two inspection programs geared toward maintaining rental property, one for single-family rental property and the other for multi-family rental property.

The Single-Family Rental Registration and Inspection Ordinance adopted by the City Council ensures tenants and landlords of single-family residential rental properties are involved in maintaining the homes in a safe and sanitary condition. The Single-Family Rental Inspection Program is effective in ensuring a sustainable community and that safe housing is available in all of the neighborhoods in Carrollton. The ultimate goals are to improve the overall condition of rental properties, to prevent health and safety risks from rising up, and to prevent blight which affects surrounding homes, thus enhancing property values within the affected neighborhoods. This ordinance requires all property owners and companies who lease single-family homes or duplexes in Carrollton to register those properties with the City and to have them inspected by the City. A review of code enforcement cases found single-family rental properties are approximately 15 percent of single-family homes in Carrollton but they account for a disproportionately high percentage of neighborhood code violations. This diverts staff time from other code enforcement duties and has a negative effect on the surrounding homes.

The Multi-Family Inspection Program stabilizes, maintains, and enhances the apartment communities in Carrollton. The program operates in partnership with the residents and management staff of those apartment communities to achieve this goal through the enforcement of Title 9, Chapter 96 of the Carrollton Code of Ordinances and the Comprehensive Zoning Ordinance. The Multi-Family Inspection Program operates by performing annual inspections of apartment communities, responding to complaints about potential violations of the Carrollton Code of Ordinances and the Comprehensive Zoning Ordinance, and meeting with apartment management on a regular basis to apprise them of various City Codes and regulations.

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

In 2013 the City of Carrollton launched an initiative to further address the issues of the aging housing stock. City Council approved the creation of five Neighborhood Empowerment Zones in neighborhoods at the greatest risk of distress due to housing conditions, age, and condition of infrastructure. The boundaries of the Neighborhood Empowerment Zones were determined to coincide with the NOTICE Neighborhoods program already in effect.

One of the current incentives for residents and owners within the Neighborhood Empowerment Zones is the waiving of construction fees, including building permit fees, impact fees, platting fees, and project permit fees (fences, electrical, plumbing, etc.), within the zones, for both commercial and residential properties to encourage repair, rehabilitation, and redevelopment.

Two programs operating in conjunction with the Neighborhood Empowerment Zones:

- Neighborhood Empowerment Zone Minor Home Repair (\$45,000 General Funds): Income qualifying homeowners living in one of the five Neighborhood Empowerment Zones can receive up to \$7,500 for exterior improvements, including items that are not on the house itself, such as fences, sewers, and retaining walls. In PY2017 Carrollton successfully completed four (4) projects to assist low to moderate income homeowners for sewer line and drainage repairs, housing repairs, and fence repairs.
- Single-Family Rehabilitation Incentive (General Funds \$8,000): Any homeowner living in a Neighborhood Empowerment Zone in a home that is at least 5 years old qualifies for reimbursement of 25% of exterior rehabilitation expenses. The homeowner must invest a minimum of \$1,000. In PY2017 Carrollton residents successfully completed two (2) renovation projects. In PY2018 General Funds will be increased to \$58,000 and to be reviewed by city council for possible further increases in the future.

These concepts offer another level of support to property owners and neighborhoods in concert with the infrastructure reinvestment and targeted code enforcement efforts that are already part of each NOTICE initiative.

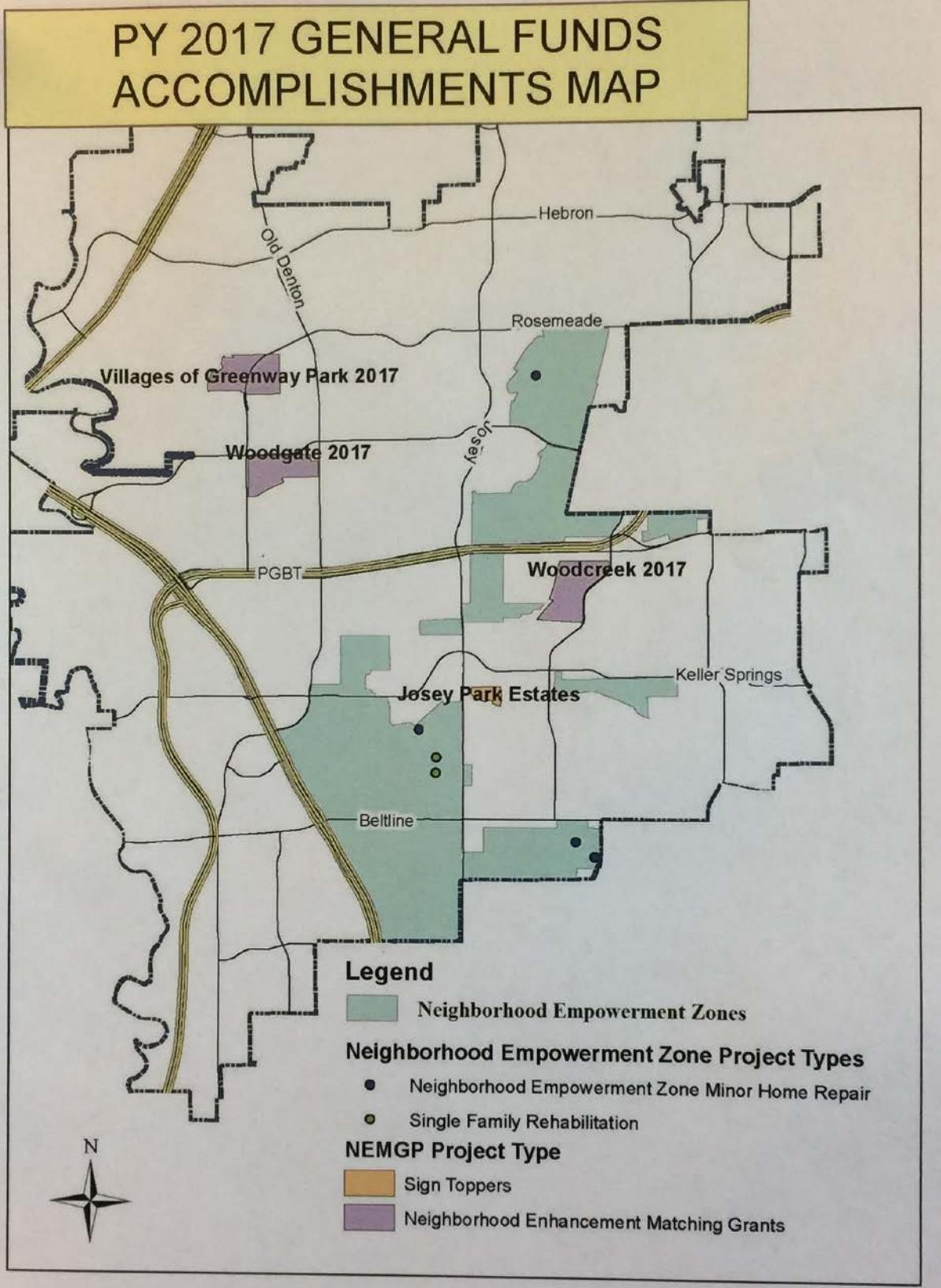


Table 10 – PY2017 General Fund Projects

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

During PY2017, the City of Carrollton has continued to demonstrate its commitment to the eradication of lead-based paint hazards in the community.

For residents receiving assistance under the City’s Minor Home Repair, Emergency Repair Grant and People Helping People Programs where a lead-based paint hazard is involved, the City follows federal regulations. To determine if a lead-based paint hazard is present, houses built before 1978 are tested for the presence of lead by a certified technician. In the event lead-based paint is present the City hires technicians certified in safe work practices for the removal of lead-based paint.

All CDBG-funded projects meet all applicable regulations related to lead-based paint. Residences built before 1978 utilizing the Minor Home Repair Program are tested for lead-based paint to comply with HUD requirements. In the event that lead-based paint is detected, HUD guidelines are followed, including the distribution of lead-based paint information.

Year Housing Unit Built	Number of Housing Units	Estimated % at Risk	Estimated number of Housing Units at Risk
1939 and earlier	157	90%	141
1940 - 1959	1,427	80%	1,142
1960 - 1979	12,797	62%	7,934
Total Housing	14,381	64%	9,217

Table 11 - Estimated Number of Housing Units at Risk for Lead Based Paint In Carrollton

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

During PY2017, the City of Carrollton provided funding to five social service agencies to address local objectives and strategies identified in the 2014-2018 Consolidated Plan. These activities were funded from the General Fund in an amount of \$391,200. All of the agencies identified below predominantly serve persons of low-to-moderate income.

The City Council considers the award of social service contracts annually. The City of Carrollton is proud of its continued partnership with the identified agencies/organizations. A brief outline of the specific services and activities offered by each of the agencies is included in Appendix 1.

The following table illustrates the total number and demographic characteristics of individuals served by the agencies that received funding from the City in PY2017. Cumulatively, these agencies served 15,994 individuals in Carrollton. Of these individuals, 747 (4.7%) were elderly, 1,291 (8.1%) were disabled and 3,176 (19.8%) were identified as female head of household. The agencies identified and served 6,655 (41.6%) Hispanics, 3,610 (22.5%) African-Americans, and 640 (4.0%) Asians within the Carrollton community. These 3 demographic groups accounted for 68.18% of the individuals served by the city-funded social service agencies. The numbers and types of specific services provided over the

last year have not been presented in this document due to the overwhelming number of social services provided by these agencies.

Agency	White (non-Hispanic)	Black/African-American	Hispanic	Asian	Hawaiian or Pacific Islander	American Native or Alaskan	Other
Metrocrest Services	3888	3452	5522	525	0	57	993
Woven Clinic	163	129	803	110	0	0	1
Bea's Kids	10	0	145	0	0	0	0
Childrens Advocacy Center for Denton Co.	64	28	81	5	0	2	4
CASA of Denton Co.	7	1	4	0	0	0	0
Total	4132	3610	6555	640	0	59	998

Agency	Elderly	Disabled	Female Head of Household
Metrocrest Services	649	1274	2985
Woven Clinic	98	3	104
Bea's Kids	0	0	6
Childrens Advocacy Center for Denton Co.	0	14	72
CASA of Denton Co.	0	0	9
Total	747	1291	3176

Table 12 - Demographics of individuals served by city funded social service agencies in PY2017

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

Neighborhood Reinvestment - NOTICE General Funds

The City's N.O.T.I.C.E. program uses general funds for one project a year in Carrollton's low and moderate income neighborhoods to provide safe streets, sidewalks, alleys and utility lines, similar to CDBG funded N.O.T.I.C.E. projects. This program has been a vital change agent in the communities and it positively impacts the quality of life of the citizens. In general, the N.O.T.I.C.E. program targets financial resources for the design and implementation projects in one neighborhood at a time until the entire public infrastructure in that area has been repaired or reconstructed. In addition, the City conducts targeted and strengthened code enforcement efforts in the same neighborhood to foster a greater sense of neighborhood pride and an overall healthier community. The City also follows up with improvements to public parks and/or other neighborhood facilities.

Neighborhood Matching Grants

In order to establish a more proactive municipal presence in neighborhoods across the city during PY2017 the City reinforced its commitment to provide matching grants to neighborhood groups to upgrade and restore public property. The City allocated \$60,000 of general funds for Neighborhood Enhancement Matching Grants (NEMGP) in PY2017. The residents of Carrollton have increasingly

embraced neighborhood revitalization initiatives throughout the community.

While the City did not receive any applicants for the NEMGP beautification grants in PY2017 five (5) projects were approved during PY2016 and have since been implemented and completed in PY2017.

The City awarded one (1) Sign Topper grant in PY2017.

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

This section is not applicable as Carrollton does not have a public housing authority.

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

In PY2014 the City of Carrollton completed the Analysis of Impediments to Fair Housing and continued review of implementation of relevant aspects in PY2017.

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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 Carrollton's Community Development Program continuously monitors programs and projects to ensure compliance with all applicable laws and regulations. Staff focuses on the following areas: environmental, financial, labor relations, and programmatic.

The environmental standards and procedures developed and implemented include the completion of compliance checklists for all activities and the City's annual Environmental Review Record (ERR). Staff maintains a copy of the ERR available for year-round public review during regular business hours in the Community Services Office at City Hall, 1945 E Jackson Road, Carrollton Texas.

Community Development Program staff and the City's accounting staff administer financial monitoring for all projects, programs, and activities. The City's Treasury Division works closely with Community Development Program staff to ensure that all drawdowns are made after all ledgers and records have been reconciled and approved. The City's Purchasing Department assists with procurement and the general bidding process to ensure compliance with all applicable state and federal regulations. The financial operations and expenditures of the City are audited on an annual basis by an independent accounting firm.

The Community Development staff administers monitors and reviews labor standards on all capital improvement projects. Contractors are provided with training prior to the start of each project. All applicable Davis-Bacon and Related Acts (DBRA) are explained to the contractor. All contractor payments are contingent upon payment of proper wages to employees and the City's receipt of appropriate payroll records. Contractors are reviewed to ensure they have a SAMS and DUN number and have not been disbarred from receiving federal funds.

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 first public hearing was scheduled for 11/8/18 before the Neighborhood Advisory Commission (NAC), the second public hearing was scheduled for 12/11/18 before the City Council. Notices were published in the *Carrollton Leader*, the local newspaper of record prior to each hearing. These summarized the Report, noting that it has been available for review either in person at City Hall or through the City's website. Citizen comments were welcomed at the hearings or in writing and instructions were provided on how to comment.

NAC Public Hearing - 11/8/18. The Neighborhood Advisory Commission (NAC) had the first public hearing on 11/8/18 to receive comments on the CAPER. There were no public comments received relating to the CAPER from the public or the commissioners. The NAC voted unanimously to approve sending the PY2017 CAPER on to City Council for a second public hearing on December 11, 2018.

City Council Hearing - 12/11/18. The City Council held the second public hearing on 12/11/18 to receive comments on the CAPER. _____ public comment(s) were received. After receiving comments, the City Council voted _____ to _____ and passed a resolution adopting this report.

Public Notices - The presented notice below was featured on the City's website and was published in the *Carrollton Leader* on October 28, 2018, November 4, 2018 , November 18, 2018 and _____.

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NOTICE OF PUBLIC HEARING

On October 1, 2017, the City of Carrollton received \$722,379 of Community Development Block Grant (CDBG) funds from the United States Department of Housing and Urban Development (HUD). In accordance with federal regulations, these funds were used for the principal benefit of persons of low to moderate income in Carrollton.

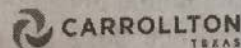
The City of Carrollton is currently in the process of preparing a final Consolidated Annual Performance and Evaluation Report (CAPER) for the 2017 program year. This document reviews and reports on the accomplishments of the Carrollton CDBG program for the period spanning October 1, 2017 through September 30, 2018. A draft copy of the report is available for public review at City Hall, 1945 E Jackson Road, in the Office of Community Development and a digital copy is available on-line at <http://www.cityofcarrollton.com>.

The Neighborhood Advisory Commission (NAC) will hold a public hearing on November 8, 2018 to receive your comments on the Consolidated Annual Performance and Evaluation Report (CAPER) for the 2017 program year. The public hearing will be held at 6:30 p.m. in the City Council Briefing Room on the 2nd Floor of City Hall, 1945 E Jackson Road.

In addition, the City Council will hold a public hearing on December 11, 2018 to receive your comments on the Consolidated Annual Performance and Evaluation Report (CAPER) for the 2016 program year. The public hearing will be held at 5:45 p.m. in the City Council Chambers on the 2nd Floor of City Hall, 1945 E Jackson Road.

If you are unable to attend, you may submit written comments, concerns and/or ideas to the following address:

City of Carrollton
c/o Brian Passwaters
Community Services Manager
1945 E Jackson Road
Carrollton, Texas 75006



PHONE: (972) 466-5727 FAX: (972) 466-3175
EMAIL: community.development@cityofcarrollton.com

Table 13 – First Posted Public Hearing Notice

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.

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

No

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

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Attachment

Social Service Agencies funded through General Funds

Social Service Agencies allocated with General Funds

APPENDIX 1 – SOCIAL SERVICE AGENCIES AND SERVICES OFFERED

Bea's Kids

Contact: Kim Leonards - President
P.O. Box 110165, Carrollton, TX 75011-0065
Phone: 972-342-8175 FAX: N/A
Email: beaskidstutoring.com
Website: www.beaskids.org

Bea's Kids is a non-profit 501 (c)(3) organization that has been serving underprivileged children and parents since 1990. Services include educational, cultural, recreational and sports programs and activities. The program also provides food, clothing and medical/dental care. Bea's Kids leads a crusade against hunger, illiteracy, domestic strife, parental neglect, drugs, violence, gangs, school dropouts and poverty.

CASA of Denton County, Inc.

Contact: Greg Studer – Interim Executive Director
614 N. Bell Avenue, Denton, TX 76209
Phone: 940-243-2272 FAX: 940-243-1605
Email: gstuder@casadenton.org
Website: www.casadenton.org

CASA of Denton County, Inc. serves children (ages 0 to 18) who have been removed from their homes by Child Protective Services due to abuse or neglect. Their service area is Denton County and includes children from the portion of Carrollton within Denton County. CASA provides independent, objective guidance in court regarding the children's best interests and is a constant provider of support during that experience.

Metrocrest Services

Contact: Tracy Eubanks – Executive Director
13801 Hutton Drive, Suite #150, Farmers Branch, TX 75234
Phone: 972-446-2100 FAX: 214-694-2171
Email: teubanks@metrocrestsocialservices.org
Website: www.metrocrestsocialservices.org

Metrocrest Services provides referral services, short-term emergency assistance for rent, utilities, food, clothing, medical and other financial needs in time of family crisis. Other services include job assistance, food bank, and thrift store. Metrocrest Services collaborates and partners with local governments, businesses, and non-profits for mobilization and maximization of resources.

WOVEN Health Clinic (formerly Metrocrest Community Clinic)

Contact: Lisa Rigby – Executive Director

1 Medical Parkway, Plaza One, Suite #149, Farmers Branch, TX 75234

Phone: 972-755-4656 FAX: 972-484-8444

Email: lrigby@wovenhealth.org

Website: www.wovenhealth.org

WOVEN provides low cost primary care and a limited number of specialty services to uninsured low income residents between the ages of 16 and 65. The focus of the clinic is on providing patients a medical home which will help them improve and maintain their health by regular visits with a physician, educational services and access to resources from the clinic.

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