

Consolidated Annual Performance and Evaluation Report for Program Year 2023



Table of Contents

CR-05 - Goals and Outcomes	Page 3
CR-10 - Racial and Ethnic composition of families assisted.....	Page 6
CR-15 - Resources and Investments	Page 7
CR-20 - Affordable Housing	Page 9
CR-25 - Homeless and Other Special Needs.....	Page 12
CR-30 - Public Housing.....	Page 14
CR-35 - Other Actions.....	Page 15
CR-40 – Monitoring.....	Page 19
CR-45 – CDBG.....	Page 21
CR-58 – Section 3.....	Page 22

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 Consolidated Annual Performance and Evaluation Report (CAPER) represents the fifth and final year completed under the 2019-2023 Consolidated Plan for the City of Carrollton. The report represents October 1, 2023, through September 30, 2024. The objective of Carrollton's CDBG Programs is to support activities which meet at least one of the primary national Community Development Block Grant (CDBG) objectives, i.e., development of a viable urban community by providing a suitable living environment, decent housing, and expansion of economic opportunities for persons of low- to moderate- income. Based on the needs analysis performed in 2014, the following strategy areas were identified and are reaffirmed in this annual report.

- Improve Neighborhood Infrastructure: Use of CDBG funds to leverage infrastructure improvements.
- Enhanced Code Enforcement: Use CDBG funds to pay for one salaried code enforcement officer dedicated to inspecting multi-family apartment properties located in the city's CDBG target area.
- Assist Social Service Providers: Use of General Funds and CDBG funds for social service agencies assisting Carrollton residents of low- to moderate- income or residents who may be homeless in the city.
- Preserve Existing Housing Stock: Use of CDBG and General Funds to provide interior and exterior home repairs for homeowners who qualify for assistance.

In March 2020 the COVID-19 virus was defined as a pandemic and affected every aspect of the population in the United States. The United States Federal Government in March 2020 passed the Coronavirus, Relief, and Economic Security Act, also known as the CARES Act. The CARES Act provided additional funding to entitlement cities to provide additional services for low- to moderate- income individuals and families who were directly affected by the COVID-19 virus. The city allocated CARES Act funding to its fullest by allocating those funds for medical services and those who were homeless and impacted by the COVID-19 virus. The pandemic created a situation due to business closures and federally imposed shelter in place requirements which led to CDBG funded projects being delayed or cancelled creating an excess amount of CDBG allocated funds in entitlement city accounts. This in turn caused cities such as Carrollton to exceed the allowed 1.5X yearly funding allocation, creating a timeliness problem with the U.S, Department of Housing

and Urban Development (HUD) which the city has been trying to alleviate.

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	Indicator	Unit of Measure	Expected Strategic Plan	Actual Strategic Plan	Percent Complete	Expected Program Year	Actual Program Year	Percent Complete
Assist Service Providers	Homeless Non-Homeless Special Needs Non-Housing Community Development	Public service activities other than Low/Moderate Income Housing Benefit (General Funds)	Persons Assisted	75,000	66,204	88.3%	15,000	20,672	137.78%
Assist Service Providers	Homeless Non-Homeless Special Needs Non-Housing Community Development	Homeless Intervention - Overnight Shelter (CDBG)	Persons Assisted	200	15	7.5%	100	8	8.00%
Assist Service Providers	Homeless Non-Homeless Special Needs Non-Housing Community Development	Homeless Prevention (CDBG)	Persons Assisted	200	417	208.5%	100	208	208%
Improve Neighborhood Infrastructure	Non-Housing Community Development	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit (CDBG & General Funds)	Persons Assisted	25,000	169,609	678.4%	169,426	168,121	99.2%
Improve Neighborhood Infrastructure	Non-Housing Community Development	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit (CDBG & General Funds)	Households Assisted	500	340	68.00%	386	170	44.04%

Goal	Category	Indicator	Unit of Measure	Expected Strategic Plan	Actual Strategic Plan	Percent Complete	Expected Program Year	Actual Program Year	Percent Complete
Preserve Housing Stock	Affordable Housing, Non-Housing Community Development	Homeowners Housing Rehabilitated (CDBG)	Households Assisted	100	73	73.00%	39	12	30.77%
Enhanced Code Enforcement	Non-Housing Community Development	Housing Code Enforcement/Foreclosed Property Care (CDBG)	Household Housing Unit	3750	7048	187.9%	1200	2170	180.8%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

During PY23 a total of **\$943,607.32** in CDBG funding was used in the following manner:

- **\$481,312.61** Infrastructure Projects
- **\$99,889.75** Metrocrest Services for Homeless Prevention programs
- **\$75,932.00** Enhanced Code Enforcement
- **\$84,605.58** Minor Home Repair Program projects
- **\$94,524.78** Administration (Training, new 5-year Consolidated Plan, Notices, etc.)
- **\$107,342.60** Parks Infrastructure Project

The City also allocated General Funds to goals and objectives:

- **\$490,000** to enhance local social service agencies' activities for Carrollton's at-risk and vulnerable populations.
- **\$187,782** in salary for three staff positions in the Community Development Program responsible for monitoring CDBG and Neighborhood Partnership activities.
- **\$90,726** for 29 projects in Neighborhood Empowerment Zone programs.

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	381
Black or African American	174
Asian	2
American Indian or American Native	1
Native Hawaiian or Other Pacific Islander	2
Total	560
Hispanic	116
Not Hispanic	0

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

Narrative

The table above accounts for the distribution by race of housing activities for CDBG funded projects. In PY23, a total of 12 homes were rehabilitated using CDBG funds. CDBG funding was also used to address preventing homelessness through the city's partnership with Metrocrest Services. Metrocrest Services assisted a total of 708 individuals in this area. Hispanic recipients accounted for 16.1% of individuals assisted, African American/Black 24.2% of the individuals assisted, White (non-Hispanic) 36.8% of individuals assisted, Asian, American Native Indian, and Hawaiian/Islanders were less than 1% of the individuals assisted. There were 160 individuals which have unknown racial and ethnic status who were assisted which accounts for 22.2% of assisted individuals.

In PY23 the total number and demographic characteristics of individuals served by the social service agencies which received general funds from the City of Carrollton is as follows: Of the 20,672 individuals served by Carrollton social service agencies, 8,143 (39.4%) were Hispanic, 6,387 (30.9%) were White (non-Hispanic), 1,364 (6.6%) were Black or African-American, 465 (2.2%) were Asian, 35 (.2%) were American Indian, 5 (.1%) were Pacific Islander, and 4266 (22.1%) were listed as other or unknown. In the American Communities Survey for Carrollton, ethnic and racial breakdown was roughly 41% White (non-Hispanic), 33% Hispanic, 15% Asian, and 10% Black/African-American.

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	1,947,587	943,607
Other	public - federal	490,000	490,273

Table 3 - Resources Made Available

Narrative

The 2019-2023 Consolidated Plan for the City of Carrollton identified the preservation of existing housing stock as a priority. There are currently three housing rehabilitation programs within the City of Carrollton's Housing Rehabilitation CDBG Program, the Minor Home Repair Program, the Emergency Repair Program, and People Helping People Program which assists low- to moderate-income residents with making repairs to their homes. CDBG funding is also used for the salary of a code enforcement officer to perform enhanced code enforcement inspections at multi-family apartments in the city's LMI Target Area. Infrastructure projects have also been identified in the LMI areas which uses CDBG funding in conjunction with city General Funds to perform repairs, replacement of streets, sidewalks, alleyways, water and sewer lines in the area. CDBG funding has also been allocated for the use of updating and incorporating new amenities in multiple city parks located within the city's LMI Target Area.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
2019-2023 NOTICE Priority Neighborhoods	66	74	Used for home repair, enhanced code enforcement, infrastructure, homelessness

Table 4 – Identify the geographic distribution and location of investments

Narrative

There were three infrastructure projects completed in the LMI target area. These were new alley construction for Bowie Drive, Crockett Drive, and Ridgedale Drive. A fourth infrastructure project, Carrollton Heights Phase 1, has recently started and had funding drawn against it. The city also performed activities at five city parks within the target area as well. Further funding was used to provide the salary for a code enforcement officer who performs multi-family inspections of apartment communities in low- to moderate- target area. Four of the twelve CDBG Minor Home

Repair projects were also located within the target area. This totaled \$700,675 in CDBG funding which accounted for 74% of CDBG funding spent in the city's target area.

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.

Assist Service Providers: Since 1998 the city's Community Development Program has worked to develop partnerships throughout the community. In PY23 the City of Carrollton continued to support social service agencies by distributing \$490,273 in General Funds to various social service providers who serve Carrollton residents. This funding in all cases amounts to less than 30% of the entire budget of any social service provider yet was used to leverage and add to many existing programs. The programs are discussed in more detail in Section CR-25 of this report. These providers help create necessary social safety nets for Carrollton's vulnerable populations and prevents overuse of other public services staff such as 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 salary for the three staff members amounts to \$187,782, which comes from the city's General Fund.

Neighborhood Empowerment Zones: Use of CDBG funding to assist low- to moderate- income residents resulted in the city creating additional programs using General Funds to address deteriorated housing and to revitalize neighborhoods in specifically selected areas of the city. These projects include minor home repairs, single-family rehab, and demolition/rebuild grants. The city used \$90,726 in General Funds to perform 29 projects in the Neighborhood Empowerment Zones.

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	200	208
Number of Non-Homeless households to be provided affordable housing units	39	12
Number of Special-Needs households to be provided affordable housing units	0	0
Total	239	220

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	200	208
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	39	12
Number of households supported through Acquisition of Existing Units	0	0
Total	239	220

Table 6 – Number of Households Supported

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

Carrollton has no direct programs to provide homeless or non-homeless affordable housing units. In PY23 the city directed CDBG funding to Metrocrest Services aimed to assist residents in Carrollton who were homeless or at risk of becoming homeless.

The City of Carrollton had a one-year goal to rehab 39 existing housing units with CDBG funding. In PY23 a total of 12 CDBG funded rehabilitation housing projects were completed. An additional 29 Neighborhood Empowerment Zone projects were completed during PY23 with city General Funds.

Two issues which continue to cause an impact on meeting the city's One-Year Goal. The first has been the ongoing COVID-19 illness which creates situations where older individuals who are more susceptible to the infection are fearful of having contractors or groups around to make repairs on their homes due to their fear of acquiring the infection. Second, individuals who fail to provide the necessary paperwork to staff to confirm their eligibility and income level for use of CDBG funding or those who have intentionally misled staff or provided false information in attempts to gain access to the CDBG funded programs.

Discuss how these outcomes will impact future annual action plans.

In PY20 city staff had the belief with the emergence of COVID-19 many low- to moderate- income residents who live paycheck to paycheck would suffer a loss in wages which could prevent them from making necessary repairs on their homes. Staff increased the expected level of 21 rehabilitation projects in previous years to 39 projects since PY20. Since the anticipated increase has not occurred, starting in PY24 the city will be moving to reduce expected housing projects back to the previous expected levels. City staff will endeavor to research new methods of outreach to increase awareness of CDBG programs the city has available to Carrollton residents who qualify. Staff will also continue to ensure applicants provide all appropriate documentation to qualify for CDBG funded projects.

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	2	0
Low-income	6	0
Moderate-income	4	0
Total	12	0

Table 7 – Number of Households Served

Narrative Information

The Minor Home Repair Grants and Emergency Repair Grants funded through CDBG provided low- to moderate- income homeowners with assistance for interior and exterior repairs on their homes. In PY23 CDBG funding in the amount of \$84,605 was drawn upon to address 12 qualifying projects.

One hundred percent of all CDBG funding for Housing rehabilitation programs for the aforementioned grants were dedicated to persons of low- to moderate- income and were used for

needed repairs affecting the health, safety, and long-term sustainability of the homes and surrounding neighborhoods. Twelve home rehabilitation projects were completed in PY23. Of these homes 2 (17%) were occupied by extremely low-income homeowners, 6 (50%) were low-income families, and 4 (33%) were for moderate-income families. Elderly homeowners accounted for 8 (67%) of the projects in PY23, and female head of household accounted for 11 (92%) of the projects completed.

DRAFT

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

Strategies addressing the homeless and non-homeless with special needs populations are included in the 2019-2023 Consolidated Plan. The city continues to allocate a portion of its General Funds towards grants and donations to multiple Carrollton social service providers which target low- to moderate- income residents. In PY23 public services funding from the CDBG program was allocated to Metrocrest Services to address preventing homelessness and for homeless response. The city also provided \$490,000 in additional city funding to multiple social service agencies for assistance in anti-poverty initiatives, homelessness prevention, and special needs populations.

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 \$490,000 in General Fund resources to agencies which are actively engaged in the provisions of social services in Carrollton.

In exchange for 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 Community Development staff have provided technical, referral, and capacity building assistance for the agencies when called upon.

In PY23 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 which the City of Carrollton resides.
- 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 PY23 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.

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 social service agencies working to address this challenge in a coordinated and proactive manner. The city continued in PY23 to direct CDBG funding to Metrocrest Services to address homelessness issues in the city.

The aforementioned services are provided to the homeless population, populations at risk of becoming homeless, and those transitioning from homelessness. The City of Carrollton also supplements the work of various city funded social service agencies to end chronic homelessness by promoting the preservation and maintenance of existing housing through its Minor Home Repair Grants and Emergency Repair Grants.

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. The residents of the city are primarily split between two counties comprising Carrollton. In Dallas County housing is performed by the Dallas County Housing Authority. The Denton County Housing Authority performs the same work for residents residing in the Denton County parts of the city.

The Dallas County Housing Authority currently has a waiting list for Section 8 housing which exceeds 6,000 families.

The Denton County Housing Authority maintains Section 8 housing vouchers for the county and has closed the waiting list as currently there is an approximate five-year waiting period for those currently listed on the housing list.

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

The City of Carrollton does not offer a first-time home buyer's program or provide incentives for purchasing homes currently. In the next five-year Consolidated Plan for 2024-2028 the city will be attempting to purchase property with the intent of constructing affordable single-family homes specifically for qualifying low- to moderate- income families. The pilot project hopes to purchase up to 3 lots and work with Habitat for Humanity or other construction social service agency to construct the homes on the city obtained properties.

Actions taken to provide assistance to troubled PHAs

The City of Carrollton does not operate a public housing authority. The majority of the city straddles two counties - Dallas County and Denton County. Both of the counties operate PHA's and are regulated by the county government and not the city.

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 towards maintaining rental properties: 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 their properties in a safe and sanitary condition. The Single-Family Rental Inspection Program is effective in ensuring a sustainable community and safe housing is available in all of the neighborhoods in Carrollton. The ultimate goals are to improve the overall condition of rental properties, to reduce health and safety risks, and to prevent blight which affects surrounding homes, thus enhancing property values within the affected neighborhoods. This ordinance requires all rental property owners and companies who lease single-family homes or duplexes in Carrollton to register those properties with the City and make them available for inspection should complaints or city staff observe city code violations on the property.

The Multi-Family Inspection Program works to stabilize, maintain, and enhance all of 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 the City's Code of Ordinances and the Comprehensive Zoning Ordinance. The Multi-Family Inspection Program operates by performing annual inspections of apartment communities. These detailed inspections of apartment communities include interior and exterior inspections of apartment units within the community and the CDBG Target Area. The number of apartment unit interiors is normally 15% of the total number of units within the apartment community. However, if the property has a constant history of non-compliance or serious health and safety issues the city may inspect up to 100% of all of the apartment units to ensure residents are living in a safe and healthy environment. The city also addresses any apartment complaints submitted to the city and city staff perform inspections to determine if potential violations are present.

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

The City of Carrollton has further initiatives to address issues of aging housing which is funded

through General Funds and not CDBG funds. The city council approved the creation of five Neighborhood Empowerment Zones (NEZ) in neighborhoods at the greatest risk of distress due to housing conditions, age, and the condition of infrastructure. One of the current incentives for residents and owners within the designated 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.), for both commercial and residential properties to encourage repair, rehabilitation, and redevelopment in those areas of the city.

Three programs operating tied to the Neighborhood Empowerment Zones are as follows:

- NEZ Minor Home Repair: Income qualifying homeowners living in one of the five Neighborhood Empowerment Zones can receive up to \$7,500 for exterior improvements, including items not on the house itself, such as fences, retaining walls, sewer lines.
- Single-Family Rehabilitation Incentive: Any homeowner living in a Neighborhood Empowerment Zone in a home that is at least five years old qualifies for a reimbursement of 25% of exterior rehabilitation expenses if the homeowner invests a minimum of \$1,000 in rehabilitation work.
- Demolition/Rebuild Incentive: Any property owner within the NEZ area who has a house in disrepair and is substandard may apply to the city for this incentive. This incentive includes reimbursement for full demolition costs of the house on the property and provides a tax credit towards the value of new home construction. The tax credit is applied for a period of ten years in the form of a one-time payment from the city.

These programs offer another level of support to property owners in older neighborhoods of the city. In PY23 awarded \$90,726 in city funding for 29 projects.

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

During PY23, 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, and People Helping People Programs the city follows federal regulations where a lead-based paint hazard is involved. 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 lead-based paint is detected, HUD guidelines are followed, including the distribution of lead-based paint information. In PY23 five projects required testing for lead based paint hazards. None of those tests came back positive so no further remediation was necessary.

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

During PY23 the City of Carrollton provided general funding of \$490,000 to social service agencies to address local objectives and strategies identified in the 2019-2023 Consolidated Plan. All the agencies identified in Appendix 1 predominantly serve persons of low- to moderate- income.

The city council considers the awarding of social service contracts annually. The city 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 also included in Appendix 1.

Cumulatively, these agencies served 20,672 individuals in Carrollton. The agencies identified and served 8,143 (39.4%) Hispanics, 1,364 (6.6%) African-Americans, and 465 (2.2%) Asians. These specific demographic groups accounted for 48.2% of the individuals served by the city funded social service agencies.

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

Neighborhood Reinvestment

In previous years the city has used CDBG funding to perform infrastructure projects in low- to moderate- neighborhoods in Carrollton. However, due to the changes and revisions in Section 3 the city infrastructure projects have been impacted by the new requirements. This has resulted in the reduction of funding on such projects to a \$200,000 cap in order to perform work in areas of infrastructure without Section 3 penalties being applied. In PY23 infrastructure projects used CDBG funding for alleyway replacements on the 2200 Block of Ridgedale Drive, 2200 Block of Crockett Drive, and 2200 Block of Bowie Drive. CDBG funding was also used to make improvements to 5 city parks located with the LMI Target Area.

The city will continue to evaluate all neighborhoods in Carrollton to establish and determine areas of immediate infrastructure needs. The city does perform enhanced code enforcement with a CDBG funded code enforcement officer who conducts apartment inspections for multi-family communities located within the CDBG target area.

Neighborhood Matching Grants

The city has an established Neighborhood Enhancement Matching Grant Program which may provide up to \$25,000 in general funds to perform upgrades and enhancements to public property within a neighborhood. These grants can be used for beautification, signage, and landscaping projects.

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 PY20 the City of Carrollton completed the Analysis of Impediments to Fair Housing and continues to review relevant aspects applicable to Carrollton. The city will be moving to update its Analysis of Impediments in PY24.

DRAFT

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 areas.

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 Environmental Services Department at City Hall located at 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 the Community Development staff to ensure 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 for the PY23 CAPER was held on Thursday, November 14, 2024, before the Neighborhood Advisory Committee. The second public hearing for the PY23 CAPER was held on

Tuesday, December 3, 2024, before the Carrollton City Council. Notice was posted for the public hearing in the Dallas Morning News. These hearings summarized the report, noting 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.

Neighborhood Advisory Committee Public Hearing - Thursday, November 14, 2024

The Neighborhood Advisory Committee held a public hearing on Thursday, November 14, 2024, to receive comments on the PY23 CAPER. At the meeting there were _____ public comments received during the public hearing regarding the PY23 CAPER. After receiving _____ public comments, the Neighborhood Advisory Commissioners were allowed to ask questions

Commissioner' inquired about

As there were no further comments from the commissioners, the chair moved to close the public hearing and a motion was made to _____ the PY23 CAPER and forward it on for a public hearing before the City Council on December 3, 2024. The commissioners voted _____ to _____ the resolution and forward the report onto the Carrollton City Council.

City Council Public Hearing - Tuesday, December 3, 2024

The City Council held a public hearing on Tuesday, December 3, 2024, to receive comments on the PY23 CAPER. At the meeting there were _____ public comments regarding the PY23 CAPER. After asking for and receiving _____ public comments, the City Council voted _____ to _____ a resolution _____ the PY23 CAPER and forwarding the report to the Department of Housing and Urban Development.

_____ public comments were received by staff through email, written correspondence, or reported in on site visits.

Public Notices were featured on the city's website and were published in the Dallas Morning News on Sunday, October 23, 2024, and Sunday, November 3, 2024.

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.

In PY23 the Action Plan for the City of Carrollton was amended due to a timeliness issue with excess funding the city had on hand. This excess funding had accumulated due to cancellation of projects during the COVID-19 pandemic and due to revisions to Section 3 requirements. The amended PY23 Action Plan allocated an additional \$315,000 for infrastructure projects in LMI neighborhoods and city parks located in the LMI area. A workout plan was submitted to HUD indicating the projects and funding to be used during PY23. Unfortunately, all of the projects were not completed by the August 6, 2024 Timeliness Date and the city found itself above the 1.5 X yearly allocation allowance. HUD though has made revisions to the timeliness issue due to the impact COVID-19 had on a large number of CDBG recipient cities, who also are suffering under timeliness requirements. HUD has provided an additional year to address timeliness issues. The City of Carrollton in PY24 has already submitted it’s Action Plan as part of the 2024-2028 Consolidated Plan calling out projects based on the total funding the city had available, which includes the overages. The city will be submitting another workout plan indicating how the city projects will be scheduled and funded for PY24.

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

No

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

Carrollton is not a BEDI grantee.

CR-58 – Section 3

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

Total Labor Hours	CDB G	HOME	ESG	HOPW A	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	CDB G	HOME	ESG	HOPW A	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

None of the completed activities by the city in PY23 qualified under Section 3 requirements.

DRAFT