



**CAPER**  
**Consolidated Annual Performance**  
**And Evaluation Report**  
**For the City of Lewisville**  
**Community Development Block Grant Program**  
**2014 Program Year (Oct. 1, 2014 to Sep. 30, 2015)**

Copy for Public Comment December 11, 2015  
**For HUD Submission December 29, 2015**

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December 11, 2015

Dear Lewisville Resident,

This document is available for public review from Friday, December 11 until Monday, December 28, 2015, after which it will be submitted to the Department of Housing and Urban Development. Your comments on the CDBG program and use of funds are welcome. Please write, email or call:

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There may be revisions or corrections to this document. If you would like to receive a copy of the final report, please leave your name, phone number and either an email or physical address when you contact our office.

Thank you for your interest and input.

Sincerely,

Jamey Kirby  
Grants Coordinator

## **INTRODUCTION**

This report provides citizens an opportunity to review the City's administration of funds from the Department of Housing and Urban Development (HUD). After a 15-day public comment period this report will be submitted to HUD. The primary source of HUD funding in Lewisville is the Community Development Block Grant (CDBG) program which is allocated to the City on a formula basis. Lewisville does not directly receive other HUD programs such as the HOME Investment Partnership, Housing for Persons with Aids (HOPWA) or the Emergency Solutions Grants Program (ESGP). However, HOME and ESGP funds may be applied for by the City or local agencies through state grants of HUD funds for small cities and HOPWA is available directly from HUD through a competitive process.

This year the City did not have any funding from HOME. The City of Lewisville does cooperate with the cities of Denton and Flower Mound, as well as various provider agencies in the Denton County Homeless Coalition which serves as a planning entity and collaborative vehicle for coordinating ESGP grant applications and homeless Supportive Housing grants from HUD funding. The City of Denton is the lead entity in administering ESGP. Health Services of North Texas receives HOPWA funding.

CDBG is a federal program providing a flexible source of funding for cities with a population over 50,000 to use to meet their particular community development needs. While mostly used for housing and infrastructure needs, 15% can be used for public/ social service needs and 20% on program administration. Cities can choose to spend funds directly on projects and programs or they can make grants to sub-recipients (usually non-profit organizations).

The 2014 Program Year was the 3rd year under the City's 2012 Housing and Community Development Consolidated Plan, a strategic plan identifying strategies and priorities for spending CDBG funds for 2012 through 2017. In Program Year 2014, the City was allocated \$587,116 for CDBG. Of this amount, \$88,067 went for public (social) services; \$117,423 was allocated to administration and \$381,625 to housing and community development projects.

The annual allocation process begins with public hearings held by the CDBG Advisory Committee that help identify goals and objectives outlined in the 5-year Consolidated Plan and each Annual Action Plan. The City also periodically performs a Needs Assessment and sets social service priorities and funding targets by category (Health, Youth, Seniors, etc.) Proposals are considered based on the published priorities as well as scoring on application criteria. A new Needs Assessment was completed in 2012 in conjunction with the 2012 Consolidated Plan.

## **SUMMARY OF ACCOMPLISHMENTS**

CDBG Program and City Social Service Agency Fund accomplishments for 2014-2015:

### Housing and Community Development:

- 3 families bought their first home with down-payment and closing cost assistance;
- 167 individuals representing 133 households attended home-buyer education classes;
- 4 roundtable meetings were organized for local agencies to exchange information;
- The City participated in the Denton County Homeless Coalition, helping to facilitate successful grant applications for agencies to the Supportive Housing Program and Emergency Solutions Grant;
- 2 homes received substantial rehabilitation from the Lewisville Housing Rehab Program;
- The Holford's Prairie Asphalt Rehabilitation Project was altered to reduce the scope of the project to the southern portion below the new Corporate crossing. Construction has not yet started pending an amendment to upgrade the project to Concrete Streets;
- The Morningside Street Improvements were conducted by Public Services rather than through the use of CDBG funding;
- The Poydras-Decker Street Asphalt Rehab project has not yet been completed pending an amendment to upgrade the project to Concrete Streets;
- The Land Acquisition for Affordable Housing Project is pending cancellation in order to fund the amendments for concrete streets;
- "Thriving Neighborhoods" adopted as one of the 'Big Moves' in the Lewisville Vision 2025 Plan.
- Neighborhood Services Coordinator hired as liaison and outreach to City neighborhoods, recruiting volunteers, soliciting donated materials;
- Housing Rehab Technician position created for PY15 to facilitate volunteer repair and clean-up projects, administering new local incentives for fence and exterior maintenance and coordinate CDBG funded housing rehab (to be 40% funded by CDBG)

The grants office provided \$170,000 from the City's general fund and \$88,000 in CDBG funds for essential social services for Lewisville residents. Accomplishments listed below represent services provided to Lewisville residents only, although most agencies/projects serve a considerably larger service area. CDBG services were provided for predominately low-to-moderate income clientele and accomplishments include:

### CDBG-funded Public/ Social Services:

- 9 cases staffed for 9 youth/abused children through CASA;
- 241 victim services for 14 youth/abused children through the Children's Advocacy Center;\*
- 13,750 congregate and home-delivered meals to 186 elderly and disabled residents through SPAN;
- 125 pantry shops for 3 persons HIV+ or living with AIDS through Health Services of N. Texas.
- 231 patient visit services through CCA Adult Health Clinic for 38 primary and chronic care patients;
- 200 shelter days to 22 family members through Friends of the Family.\*

\*Agencies funded from both CDBG and City Social Service Agency Fund; accomplishments listed above are from services purchased with CDBG funds; accomplishments listed below are services purchased with City Funds.

### City Social Service Agency Fund:

- 611 pediatric patient office visits for 207 youths from PediPlace;
- 31,343 senior volunteer hours completed by 138 Lewisville volunteers through RSVP;
- 944 counseling sessions for 256 youth and their families through Youth and Family Counseling's First Offender Program and 279 counseling sessions for 137 residents in their Community Psychological Healthcare Program;

- 223 victim services for 4 youth/abused children through the Children's Advocacy Center;
- 145 counseling hours/face to face services for 84 family members through Friends of the Family;
- 55,320 services to case managed students for 786 at-risk LISD students through Communities in Schools;
- 3 camperships to 3 disabled children or adults to experience camp through Camp Summit.
- 270 half-day Medicaid sessions for 12 clients at Special Abilities of North Texas

**HOUSING AND COMMUNITY DEVELOPMENT - SUMMARY OF PERSONS/ HOUSEHOLDS ASSISTED AND PERFORMANCE NARRATIVE**

The City of Lewisville funded two housing and community development activities in the 2013 Program Year. Prior-year projects with unspent balances were continued into this year as well. Public service programs will be evaluated separately.

**PROGRAM YEAR 2014 PROJECTS:**

**2014 FIRST-TIME HOMEBUYER ASSISTANCE PROGRAM (FHAP)**

Project 2: First-Time Homebuyer Assistance Program      Activity #234

The First-Time Homebuyer Assistance Program (FHAP) provides down payment, closing cost, and principal reduction assistance to low-to-moderate income households. Households are required to contribute a minimum of ½ of the FHA minimum down payment from funds out of their pocket.

- ~ Sub-recipient:            None
- ~ Awarded and Spent:    \$120,000.00; \$48,613.86 (Spent)\*
- ~ Provided:                3 Households with assistance to purchase first home (goal 12)\*
- ~ Assisted:                3 Moderate income households
- ~ Assisted:                0 Low income households
- ~ Assisted:                0 Extremely low income household
- ~ HUD Outcome/Obj.:    Accessibility to a Suitable Living Environment

\*A total of \$21,190.00 was spent in program year 2014 to assist 3 families during program year 2014. The other funds were used for staff time and training.

**Assessment:**

In program year 2014, 3 families were assisted compared to 13 families in program year 2012. This is the lowest number of families assisted since the inception of the program. Although interest rates have remained low, many buyers are having difficulty qualifying for mortgage loans due to increased lending standards and changes in loan guidelines (e.g. increased upfront and monthly MIP fee).

The City also provided homebuyer education classes to 167 people. Classes are open to any homebuyer and clients are not screened for income or program eligibility as a requirement to attend. Classes were paid for primarily through grants managed by Consumer Credit Counseling Service of Dallas. The City paid for food, drink and supply costs using donations and a new fee for participating realtors and lenders. While not a CDBG-funded activity, the classes are an important part of the First-time Homebuyer Assistance Program and meet a Consolidated Plan objective.

2014 MORNINGSIDE-POYDRAS-DECKER – ASPHALT STREET REHAB

Project 1: Morningside-Poydras-Decker - Street Rehab                      Activity #235

- ~ Sub-recipient:                      None
- ~ Awarded and Spent:    \$70,000 (Original); \$75.70 (Spent)
- ~ Provided:                            0 Households with better streets (Goal:35)
- ~ Assisted:                            0 Low/Moderate income people (Goal:105)
- ~ HUD Outcome/Obj.:    Accessibility to a Suitable Living Environment

Assessment:

The project was altered in a non-substantial amendment to reduce the scope by removing the block on Morningside Dr. That portion of the project was completed using local fund allowing the Public Services Department to do the work within an annual contract that was also working on Crescent Dr. which intersects with Morningside. This approach minimized disruption to the residents. It was a non-substantial amendment because the goals of the project remain unchanged in the eyes of the public. The remaining poydras-Decker portion of the project (combined for bidding purposes with the Holford’s Prairie project) went to bid in May 2015 resulting in only one bid. It was re-bid soon after, however in July no award was made. In the interim, the City Council had received a report on soil conditions and expressed an interest in upgrading asphalt streets to concrete. As of Sept. 30, 2015 the project was on hold. The only funds expended were for advertising bids. As of this report an Amendment has been published for public comment to increase funding to upgrade to concrete streets.

2014 LAND ACQUISITION FOR AFFORDABLE HOUSING

Project 4: Land Acquisition for Affordable Housing                      Activity #236

- ~ Sub-recipient:                      None
- ~ Awarded and Spent:    \$120,000 (Original); \$0 (Spent)
- ~ Provided:                            0 Households with better streets (Goal: 6)
- ~ Assisted:                            0 Low/Moderate income people (Goal: 15)
- ~ HUD Outcome/Obj.:    Accessibility to a Suitable Living Environment

Assessment:

As of Sept. 30, 2015 this project was put on hold. No funds have been expended. As of this report an Amendment has been published for public comment to increase funding to upgrade to concrete streets. In part, funding for the upgrade would come from cancelling this project.

**PRIOR-YEAR PROJECTS – Persons Assisted and Performance:**

The projects listed below were all funded before October 1, 2012. Some of the programs include unspent funds from earlier program years. Some were multi-year projects. Additionally, other projects funded in prior

years were still active during the 2012 program year without a new allocation. All grants for sub-recipient activities have a timeline and expiration written in their grant agreements. Most grants are for a one-year period, but many projects (especially infrastructure projects) take more than a year to complete. Also, some projects such as the homebuyer program may stay open in order to assist future clients with the same activity.

### 2013 HOLFORD'S PRAIRIE – ASPHALT STREET REHAB

Project 9: Holford's Prairie -Street Rehab                      Activity #226

- ~ Sub-recipient:                      None
- ~ Awarded and Spent:    \$334,240 (Original); \$301,168(non-substantial amendment); \$75.70 (Spent)
- ~ Provided:                              0 Households with better streets (Goal:427)
- ~ Assisted:                              0 Low/Moderate income people (Goal:1,281)
- ~ HUD Outcome/Obj.:    Accessibility to a Suitable Living Environment

#### Assessment:

The project was altered in a non-substantial amendment to reduce the scope to only the southern portion of the project below the new Corporate Dr. crossing. This was done because the northern half of Holford's Prairie Road will be expanded to a wider concrete street with curb and gutter in a separate project funded by the City and County within the next three years. While about a third of the project was deleted from the scope, the remaining portions will be rehabilitated with thicker asphalt for a longer project life so the projected savings is only about 10%. This was a non-substantial amendment because the goals of the project remain unchanged as the portion of the road deleted was mostly commercial and all of the residents in the project service area will still use the improvements. The project is now projected to go to bid in January or February of 2015.

### 2012 LEWISVILLE HOUSING REHABILITATION PROGRAM (LHRP)

Project 12: Housing Rehabilitation Program                      Activity #217

- ~ Sub-recipient:                      None
- ~ Awarded and Spent:    \$126,578 (Original); \$206,578 (Funded); \$10,876.66 (Spent)
- ~ Provided:                              2 Homeowners with major repairs to their home (goal 4)
- ~ Assisted:                              0 Moderate income households
- ~ Assisted:                              0 Low mod income households
- ~ Assisted:                              0 Extremely low income household
- ~ HUD Outcome/Obj.:    Accessibility to a Suitable Living Environment

#### Assessment:

A fund balance from the 2011 Housing Rehab project was combined with this project. Only \$10,876.66 was spent under the 2012 Housing Rehab activity while prior year funds were being spent for the two rehab units accomplished in the year. The funds spent from this activity represent staff time spent on identifying clients and beginning eligibility and project assessments for the next two rehab clients as well as performing additional work on the same two houses as last year to correct for missed items in the original contracts.

**Table I. Housing and Community Development Projects-Persons/Households Assisted**

Projects	Total	National	Income			Race			Ethnicity	
	Served	Objective	Extremely Low	Low mod	Mod	White	Black	Asian	Hisp	Non-Hisp
2014 First-time Homebuyer Assistance Program	3	LM Housing	-	-	3	2	-	1	2	1
2014 Poydras-Decker Asphalt Street Rehab	0	LM Area	-	-	-	-	-	-	-	-
2014 Land Acquisition for Affordable Housing	0	LM Housing	-	-	-	-	-	-	-	-
2014 Housing Rehabilitation Program	0	LM Housing	-	-	-	-	-	-	-	-
2013 Holford's Prairie Asphalt Street Rehab	0	LM Area	-	-	-	-	-	-	-	-
2012 Housing Rehabilitation Program	2	LM Housing	1	-	1	2	-	-	-	2

**Table II. PERFORMANCE ASSESSMENT: HOUSING AND COMMUNITY DEVELOPMENT**

Project Description	Consolidated Plan Objective or Strategy	Target Population Program Goal	Funds Budgeted	Funds Expended	Goals/Objectives Accomplished
2014 First-Time Homebuyers Assistance Program	Increase the availability of decent affordable homeownership opportunities	Low-mod income households purchasing their first home. 12 homes	\$120,000	\$48,613.86	3 households assisted
2014 Poydras-Decker Asphalt Street Rehab	Promote revitalization of neighborhoods that have begun to decline	Public Facilities and Improvements- Streets - 35 housing units within a Low to moderate income area	\$70,000	\$75.70	0 households assisted
2014 Land Acquisition for Affordable Housing	Increase the availability of decent affordable homeownership opportunities	Very-low income households purchasing their first home. 6 homes	\$120,000	\$0.00	0 households assisted
2014 Housing Rehabilitation Program	Increase the availability of decent affordable homeownership opportunities	Low-mod income households with major repairs in their home. 4 homes	\$71,693	\$0.00	0 households assisted
2013 Holford's Prairie Asphalt Street Rehab	Promote revitalization of neighborhoods that have begun to decline	Public Facilities and Improvements- Streets - 427 housing units within a Low to moderate income area	\$301,138	\$75.70	0 households assisted
2012 Housing Rehabilitation Program	Increase the availability of decent affordable homeownership opportunities	Low-mod income households with major repairs in their home. 4 homes	\$126,578	\$1,039.78	2 households assisted
<b>Administration</b>					
Program Administration & Planning	-	-	\$117,423	\$117,423	Program Administration

## **PUBLIC SERVICE PROJECTS - SUMMARY OF PERSONS/HOUSEHOLDS ASSISTED AND PERFORMANCE NARRATIVE**

The eight sub-recipients reported on in this section are all non-profit community service agencies. CDBG funding allows grantees to allocate only 15% of its budget for public service projects. These are all designed to meet the national objective of assisting low- and moderate- income clients. In some projects individual applicants are tested for eligibility by income and each program must have 51% or more clients meet the low/mod criteria. The other programs meet a “presumed benefit” standard as described below. The demographic breakdown including ethnicity as well as income reporting, are shown in the attached report PR03 while clients served and performance measures are summarized in the tables below.

### CHILDREN’S ADVOCACY CENTER FOR DENTON COUNTY

Project 1: Clinical Services Program                      Activity #227

Children’s Advocacy Center for Denton County (CACDC) provides abused children with comprehensive crisis counseling, group therapy, play therapy, court preparation, forensic assessments, and/or psychological testing to provide emotional healing. CACDC’s effort along with their collaboration with other agencies/entities reduces the trauma for the abused child while helping to improve the conviction rate of adults who have sexually or physically abused children.

- ~ Sub-recipient:                      Children’s Advocacy Center for Denton County (CACDC)
- ~ Awarded and Spent:              \$13,000 (CDBG); \$12,000 (City Fund)
- ~ Provided:                              241 Victim services
- ~ Assisted:                              14 Abused/neglected children (goal 18)
- ~ National Obj.:                      Presumed Benefit (Victims of Abuse) LMC
- ~ HUD Outcome/Obj.:              Accessibility to a Suitable Living Environment
- ~ Local Outcome:                      95% of clients had one on-site videotaped forensic interview  
    90% reduced trauma symptoms

Assessment: CACDC provides coordinated services to help abused/neglected children heal and to provide justice. The Lewisville Police Dept., Child Protective Services, the District Attorney’s Office, Juvenile Probation, the Sexual Assault Nurse Examiners (SANE) Program, and all the law enforcement agencies in Denton County are among the entities that work their cases jointly through the Center. The agency works with the University of North Texas and Texas Woman’s University to utilize graduate students to assist with counseling services. 100% of clients served this program year only had one on-site forensic interview which reduces the trauma for the child as they do not have to repeat the details of their abuse.

### CHRISTIAN COMMUNITY ACTION – PRIMARY HEALTH CARE PROGRAM

Project 2: Primary Care Program                              Activity # 228

Christian Community Action’s Adult Health Clinic provides primary and preventive healthcare services to poor and/or uninsured adults. Patients are able to visit the clinic to meet their health care needs including physician examination, medication assistance, appropriate tests and lab work, and referrals to specialists as needed.

- ~ Sub-recipient: Christian Community Action (CCA)
- ~ Awarded and Spent: \$ 25,000
- ~ Provided: 231 Patient visit services
- ~ Assisted: 38 Lewisville residents (goal 45)
- ~ National Obj.: Low/Mod Income Clientele
- ~ HUD Outcome/Obj.: Accessibility to a Suitable Living Environment
- ~ Local Outcome: 80% of clients surveyed rated the clinic services as above average

**Assessment:**

CCA's Adult Health Center (AHC) continues to serve the healthcare needs of the growing uninsured and underinsured population. The demand for health services remains high which means some AHC clients have to wait a week or more for service. CCA has built a network of specialists willing to discount or donate their services from CCA referrals.

**COURT APPOINTED SPECIAL ADVOCATES – COURT ADVOCACY PROGRAM**

**Project 3: Court Advocacy Program                      Activity #229**

With the assistance of trained volunteers, Court Appointed Special Advocates (CASA) conducts fact finding investigations and monitor court orders to provide the District Judge information necessary to make the best informed decision regarding the permanent placement of abused/neglected children. CASA also locates missing parents, relatives, and other individuals who can provide temporary or permanent care for children and who can provide information regarding a child's past and present circumstances.

- ~ Sub-recipient: Court Appointed Special Advocates (CASA)
- ~ Awarded and Spent: \$14,000
- ~ Provided: 9 cases staffed
- ~ Assisted: 9 children
- ~ National Obj.: Presumed Benefit (Victims of Abuse) LMC
- ~ HUD Outcome/Obj.: Accessibility to a Suitable Living Environment
- ~ Local Outcome: 95% of recommendations accepted

**Assessment:**

CASA trains and supervises community volunteers to be advocates in the civil court system for children who have been removed from their homes by Child Protective Services (CPS) because of abuse and/or neglect. The training time for Court Advocates is significant, and the recruitment and retention of these advocates remains a priority. 98% of CASA's recommendations were accepted by judges/juries this year.

**HEALTH SERVICES OF NORTH TEXAS- FOOD PANTRY**

**Project 5: Food Pantry Assistance                      Activity # 230**

Health Services of North Texas, formerly AIDS Services of North Texas, assists HIV+ individuals obtain needed medical care and supportive services. As adequate nutrition is essential to proper medical regimen, Health Services provides weekly food pantry visits, which is equivalent to one week of food containing complete protein needs for clients.

- ~ Sub-recipient: Health Services of North Texas

- ~ Awarded and Spent: \$ 4,000
- ~ Provided: 125 Food pantry visits
- ~ Assisted: 3 Lewisville residents living with HIV/AIDS (goal 4)
- ~ National Obj.: Low/Mod Income Clientele
- ~ HUD Outcome/Obj.: Accessibility to a Suitable Living Environment
- ~ Local Outcome: 81% of clients showed a decrease in expenses for food or personal products.

Assessment:

Health Services of North Texas provides several other services in addition to the nutrition center, including outpatient medical clinics, case management, mental health counseling, prescription assistance, insurance assistance, housing assistance, and transportation assistance. It serves a multi-county area. As the only major provider for HIV/AIDS population in the area, the agency serves as a one-stop shop helping clients with services for which they might otherwise have had to visit three to five different providers/agencies in Dallas or Fort Worth.

SPAN, Inc. – CONGREGATE AND HOME-DELIVERED MEALS PROGRAM

Project 6: Meals on Wheels/Congregate Meal Program      Activity # 231

Special Programs for Aging Needs (SPAN) provides daily congregate and delivered meals to seniors and disabled clients throughout Denton County.

- ~ Sub-recipient: Special Programs for Aging Needs (SPAN)
- ~ Awarded and Spent: \$22,000
- ~ Provided: 1,150 Congregate meals
- ~ Provided: 12,600 Home delivered meals  
13,750 total meals provided
- ~ Assisted: 186 Lewisville seniors and/or disabled individuals (goal 136)
- ~ National Obj.: Low/Mod Income Clientele
- ~ HUD Outcome/Obj.: Accessibility to a Suitable Living Environment
- ~ Local Outcome: 99% of home delivered and 97% of congregate clients reported their nutrition was improved as a result of participation in the nutrition program

Assessment:

The increase in fuel cost over the last few years has had a tremendous impact on SPAN as some of their volunteers are unable to afford the fuel that it takes to deliver the meals. SPAN now has a hired driver. The agency has lost additional volunteers as retirees have returned to work. The agency has seen a decrease in congregate participants due to the increased cost of Denton County Transportation Authority's bus fares, as many of the seniors rely on the bus to get to the center. Despite these challenges, the agency continues to provide needed meals to Lewisville seniors and/or disabled residents.

FRIENDS OF THE FAMILY – CRISIS CALLS, SHELTER, COUNSELING

Project 4: Sexual Assault/Relationship Violence Program      Activity #232

Denton County Friends of the Family operates a family shelter for victims of relationship violence and sexual assault. In addition, they provide counseling and case management to victims, a crisis hotline, and court-order counseling for perpetrators.

- ~ Sub-recipient: Denton County Friends of the Family
- ~ Awarded and Spent: \$ 10,000.00
- ~ Provided: 200 Shelter days
- ~ Assisted: 22 Battered/abused spouses (goal 13)
- ~ National Obj.: Presumed Benefit (Victims of Abuse) LMC
- ~ HUD Outcome/Obj.: Accessibility to a Suitable Living Environment
- ~ Local Outcome: 75% of clients reported an increased sense of safety

Assessment:

Friends of the Family continues to be the only shelter in Denton County for victims of relationship violence. They created the Sexual Assault Nurse Examiner program that sends a trained, specialized nurse to any location to ensure clients are assisted in the most caring manner while preserving the integrity of medical evidence as well. The agency also provides court-ordered counseling to batterers. CDBG funds are used to support the shelter. The agency also receives City Funds that are used to support their outreach which includes face to face services such as counseling.

PERFORMANCE MEASUREMENTS:

Each sub-recipient agency was required to adopt output and outcome measures. Client goals, service units and intermediate outcome measures are listed above and in the following table. Long-term outcomes are also tracked and are reported to the City annually on a rolling three-year basis.

Output goals are measured through interim desk reporting either monthly or quarterly to city staff. Outcomes are reported on at the end of the year.

While traditional reporting included the items found on columns titled “Service Units,” “Goals,” and “Clients Served”, the intermediate outcome measure and results are found in the final two columns. Note that this system predated HUD’s Outcomes and Objectives guidance and will be used as a local performance measurement system in addition to HUD’s system that was instituted. As can be seen, the measurements below are very specific to each agency or program.

Outcome-based measures for “bricks and mortar” projects are not included. CDBG Advisory committee members felt that construction projects were better tracked by outputs and items such as construction timeframes and costs.

**Table III. PUBLIC SERVICES ACCOMPLISHMENTS**

Agency/ Program; Consolidated Plan Goal:	HUD Outcome & Objective	Clients Served	Client Goal	% Accom- plished	Service Unit(s) Provided	Service Unit Goal	% Accom- plished	Local Intermediate Measure	Local Outcome
CACDC – Victim Services Improve the quality of life and environment for residents	Availability/ Accessibility ; Suitable Living Environment	14	18	77.78%	241	241	100%	98% of clients have no more than one on-site videotaped forensic interview and 90% receiving counseling services will reduce their trauma symptoms	98% of clients only had one interview and 90% reduced their trauma symptoms.
CCA – Adult Health Clinic Improve the quality of life and environment for residents	Availability/ Accessibility; Suitable Living Environment	38	45	84.4%	231	231	100%	80% of patients surveyed will rate the clinic services as very good	91% of patients rated services as very good
CASA – Court Advocacy Improve the quality of life and environment for residents	Availability/ Accessibility; Suitable Living Environment	9	9	100%	9	9	100%	95% of CASA recommendations are accepted by judges and juries	98% of recommendations accepted
Denton Co. Friends of the Family – Shelter Improve the quality of life and environment for residents	Availability/ Accessibility; Suitable Living Environment	22	13	177%	200	200	100%	75% of clients will report an increased sense of safety	89% of clients reported an increased sense of safety
HSNT – Nutrition Improve the quality of life and environment for residents	Affordability; Suitable Living Environment	3	4	75%	125	125	100%	10% of clients will show a decrease in expense for food and/or personal hygiene products	71% decreased expenses
SPAN – Meals Programs Improve the quality of life and environment for residents	Affordability; Suitable Living Environment	186	136	137%	13,750	13,750	100%	85% of clients report their nutrition is improved as a result of participation in the nutrition program	99% home delivered and 97% congregate participants reported improved nutrition

## **CHANGES AND AMENDMENTS**

No substantial changes or amendments were made during the 2014 Program Year. There were changes in budgeted funds for several projects but none that required Action Plan amendments or public comment.

## **ADDITIONAL REQUIRED NARRATIVE FOR END OF PROGRAM YEAR REPORTING**

### ASSESSMENT OF THREE- TO FIVE- YEAR GOALS AND OBJECTIVES

All funded Housing and Community Development activities further Consolidated Plan goals and objectives. Likewise all the funded public service projects address continuing needs and also meet a Consolidated Plan Goals.

The City did not hinder Consolidated Plan implementation by any action or willful inaction. There were no requests in Program Year 2013 from developers or other organizations for a letter of consistency with the City's Consolidated Plan.

Below is a brief listing of Goals and Objectives from the 2012 Consolidated Plan with activities listed beneath that were active in program year 2013. These goals were being addressed unless the activity was cancelled. Annual Action Plan activities, proposed accomplishments and actual accomplishments may be found in the narratives above but also can be reviewed in the attached IDIS report C03PR03. The Goals and Objectives written below are more general. Table 2C in the Consolidated Plan lists specific objectives, but since those are carried out over a 5-year period, the following goals are used here to categorize activities carried out during PY2013.

**Goal:** Facilitate an expansion of housing and services offered to homeless families and individuals in Lewisville.

Objective: Support emergency shelter facilities serving homeless families and individuals.

- Friends of the Family-Shelter for domestic violence victims

Objective: Support efforts to continue to provide homeless programs for homeless special needs populations.

- Friends of the Family-Shelter for domestic violence victims

**Goal:** Improve the condition and availability of affordable housing over a five-year period.

Objective: Improve the condition of housing for low-income homeowners.

- Housing Rehabilitation Program

Objective: Increase the viability for potential homeownership opportunities.

- First-time Homebuyer Program

**Goal:** Improve living conditions in Lewisville by addressing non-housing community development

needs over a five-year period.

Objective: Address infrastructure and public facility needs in the CDBG eligible areas of Lewisville.

- 2013 Holford's Prairie Rd. Asphalt Rehab Project (not yet completed)
- 2014 Poydras-Decker Asphalt Rehab Project (not yet completed)

Objective: Address community needs through community-based public service programs.

- CASA – Court Advocacy
- Children's Advocacy Center – Victim Services
- Friends of the Family – Shelter and Counseling
- SPAN – Meals Programs
- CCA – Adult Health Clinic Visits
- Health Services of N Texas – Nutrition/ Pantry Visits for HIV+ Clients

#### OTHER RESOURCES:

Other resources identified in the Consolidated Plan that the City intends to pursue or support within three to five years include:

- 1) HOME program funding for Owner Occupied Housing Assistance. The City was placed on the TDHCA's reservation system for Owner Occupied Housing Assistance in PY 10 and remained on the reservation system in PY 2011. In PY 12, the City decided to not go forward with the HOME program until the Housing Rehab program was further along. The HOME program will be re-evaluated in 2015.
- 2) Multi-Family bond or tax credit financed developments – the City did not receive any requests for support of a multi-family project in PY2013. The Lewisville Housing Finance Corporation did not receive any requests for funding either.
- 3) Emergency Solutions Grants – cooperation in the Denton County Homeless Coalition continued to result in Lewisville agencies being included in ESGP grant from TDHCA. The City of Denton is the lead agency. The coalition of applicants was successful in being awarded funds in the cycle.
- 4) Homeless Case Management – the City, through its active participation in the Denton County Homeless Coalition has facilitated a Continuum of Care grant application that was funded for a Homeless Management Information System. The Coalition has also been successful in applying for Supportive Housing grants each year.

No requests were made for letters of consistency with the Consolidated Plan for any HUD programs by outside agencies during the 2014 program year except as described above.

## AFFIRMATIVELY FURTHERING FAIR HOUSING

The City of Lewisville is committed to furthering fair housing to all persons in the City. The City's new Fair Housing - Analysis of Impediments to Housing Choice Plan was adopted on August 6, 2012, replacing the previous plan from 1997. Below are the impediments identified in the plan and the actions the City is/has taking on those impediments.

**Impediment:** Lack of affordability and insufficient Income.

Actions:

- The City's First-time homebuyer program continues in an effort to offer affordable choices for new homeowners.
- Christian Community Action continues to rent 17 units (which were CDBG assisted over 10 years ago) to very low income clients, however they sold 10 other units reducing the total stock of subsidized housing
- The City continues its agreement with the Denton Housing Authority for the use of Section 8 vouchers; however the wait list for these units is very long.
- The City Council provides variances to agencies/organizations/developers and homeowners on a case by case basis.

**Impediment:** Increased public awareness of fair housing rights and local fair housing legislation should be evaluated.

Actions:

- CDBG staff serves as the Fair Housing Officer. During the 2013 program year staff referred a few clients to the Dallas Housing Crisis Center for complaints about landlord-tenant issues but no claims of discrimination were made.
- Staff makes Fair Housing literature available in office displays and in homebuyer program orientation packets.
- Staff sponsors Homebuyer Education classes.

**Impediment:** Impacts of the Subprime Mortgage Lending Crises and increased Foreclosures.

Actions:

- Staff sponsors Homebuyer Education classes.

**Impediment:** Lower number of applications, loan originations and approvals from minorities.

Actions:

- Staff sponsors Homebuyer Education classes.

**Impediment:** Predatory lending and other industry practices.

Actions:

- Staff sponsors Homebuyer Education classes.

**Impediment:** Poverty and low-income among minority populations.

Actions:

- In PY 2011, the City funded improvements to CCA's Family Assistance Center. These were completed in July 2013. In the first full year of use, 3,024 Lewisville households (2,979 of whom were low/mod income) were seen by CCA in its newly renovated facility.

**Impediment:** Limited resources to assist lower income, elderly and indigent homeowners maintain their homes and stability in neighborhoods

Actions:

- The City continued its Housing Rehabilitation program in PY 13 finally completing two substantial rehabs.
- The City Fire Marshall conducts a multi-family inspection program that will help to ensure proper maintenance and quality of life in rental properties.
- The Building Official began inspections of Single Family rental units in 2009.

AFFORDABLE HOUSING

The City continued to fund the Homebuyer Program and Housing Rehabilitation Program. The City’s Homebuyer Program assisted 5 families this program year. The Rehab program completed two households in the year.

0-30%	1 owner-occupied households assisted
31-50%	0 owner-occupied households assisted
51-80%	4 owner-occupied households assisted
0-30%	0 renter-occupied households assisted
31-50%	0 renter-occupied households assisted
51-80%	0 renter-occupied households assisted

New housing has targeted higher income households but an aging housing stock is making some single family housing more affordable. There is a relative abundance of apartments. Most rents at new complexes are out of reach of low-income residents (below 50 or 60% AMI) but reasonable rents are available, again in older units. Since the 2002 Consolidated Plan, more CDBG funds have been expended on neighborhood revitalization projects than on affordable housing. However, as stated above, funding continued for the Housing Rehabilitation Program and First-time Homebuyer Program. The First-time Homebuyer Assistance Program has become an important tool in making housing affordable having served 128 families since it began. Starting the Housing Rehabilitation Program again and continuing to fund the program will also provide another tool in making housing affordable.

Worse-case needs/Disabilities: Housing needs for persons with AIDS are addressed through Supportive Housing and HOPWA grants by Health Services of North Texas. Denton County MHMR likewise has Supportive Housing funds for its clients. Together, these support worst-case and special needs housing. The City set priorities for elderly, disabled, low income, and TRAIN residents for the Housing Rehabilitation program.

UNIFORM RELOCATION ACT

No CDBG or HOME projects forced relocation of residents or triggered URA provisions in the 2014 program year.

LEVERAGING RESOURCES

Sub-recipients of City CDBG funds are required to provide a minimum of 25% match from organization fund raising and/or other grants. The Area Agency on Aging and United Way are the major source of funding for Special Program for Aging Needs (SPAN). Children’s Advocacy Center for Denton County also receives funds from the state Children’s Advocacy Centers and the federal Victims of Crime Act.

Medicaid and private pay funds assist with Special Abilities of North Texas activities. Funds from the Ryan White foundation, Department of Housing and Urban Development (HUD), and Denton County are the major sources of funding for Health Services of North Texas. Court Appointed Special Advocates (CASA) receives a grant from the federal Victim of Crime Act and Texas CASA Crime Victims Compensation grant. CCA's most significant source of funding is from the operation of their re-sale stores.

As mentioned elsewhere in this report, the City of Lewisville also provides \$170,000 in general fund revenue to support public/social services efforts. This Social Services Agency Fund provides roughly twice the amount of funding for services than the CDBG limit, bringing the total amount available to \$258,000. The City Fund allocations do not generally meet the National Objectives of the CDBG program but are essential in providing an integrated funding approach. The CDBG Advisory Committee allocated both sources of funding in a combined Request for Proposals process.

The City has joined the Denton County United Way campaign once again. At the end of the program year, employees were given the opportunity to again contribute via payroll deductions to local non-profits. These donations will be awarded to many of the same agencies that are funded by CDBG and the City Fund.

City CDBG projects are supported by additional staff time paid from the City's general fund. Departmental personnel oversee major contractors.

In addition, the City had just over \$600.00 in expenses in support of the Homebuyer Classes for food and supplies. Instructor costs are currently being paid for through a grant secured by the instructor's agency. The City's donation fund along with donations from sponsors and realtors and loan officers' certification fees paid for expenses. The donation account no longer has a fund balance. The only cost to the CDBG program in running the Homebuyer Classes is for City staff time. Sponsors and this donation fund pay for all direct costs.

### CONTINUUM OF CARE FOR THE HOMELESS

The City of Lewisville does not receive any direct funding for homeless programs. However, the City supports a collaborative approach whereby provider agencies can apply for funding more effectively. The City of Denton takes a lead role in administering and reporting collaborative grants awards for the county. Lewisville facilitated the expansion and inclusion of Christian Community Action and the Lewisville Salvation Army office making the funds more accessible to residents in Lewisville.

In PY 2011-2012 a change in the ESG application procedures resulted in separate rather than collaborative applications and only Giving Hope, Inc. was funded. Then, the collaboration was re-established. As of Oct. 1, 2014, four agencies plus City of Denton as the lead were awarded funding. Services will be provided by Giving Hope Inc., Friends of the Family, Christian Community Action and Salvation Army of Denton.

### OTHER ACTIONS

**Geographic Distribution:** The general target area is bounded by Old Orchard Rd, Main St. west of I-35 and Jones St. east of I-35, Bellaire and Bennett and the Eastern city limits. Within this general area, the City had identified three "Targeted Reinvestment Neighborhoods" or TRNs. The CDBG committee sees

a concentrated use of area improvements along with housing programs in select neighborhoods as a way to best impact low-income neighborhoods.

In previous Consolidated Plans, the completion of park improvements, a pedestrian bridge, demolition, neighborhood clean-ups, Habitat for Humanity housing and street rehab projects, made a significant physical impact in the appearance of these neighborhoods. The Milton Street project was especially effective in that it both defined the street visually with placement of curb and gutter and also improved storm drainage. Revitalization continues with the last two housing rehab projects being completed in TRNs as well.

Social service agencies mostly operate Citywide and do not have geographic restrictions. The Communities in Schools program funded by City funds is targeted at lower income schools. The Underwood Heights housing project is located in the College Street TRAIN.

### **Efforts to Improve Institutional Structure:**

A new a Community Needs Assessment (CNA) was conducted before PY 12 and continued to guide PY 2014 allocations. The purpose of the CNA is to evaluate social service needs and gaps in local service provider infrastructure in an effort to prioritize future funding. The City uses the findings to set funding targets by social service categories. In the past, the goal was to complete a new CNA every three years and award social services funding to local non-profits for a three year contract period based on the identified needs/gaps. However, at this time, social service grants are being awarded on a yearly basis.

The Community Needs Assessment includes a three-part methodology: a general population survey of Lewisville residents to determine public perceptions and prioritization of needs, a client survey of human and social services agencies to gather information on their needs and problems, and interviews with human and social service agency representatives and other key individuals familiar with health and social services in Lewisville.

### Inter-Agency Coordination:

CDBG staff began hosting quarterly agency roundtables in 2005 in an effort to improve inter-agency relationships. Both funded and unfunded agencies attend to network, discuss current nonprofit sector challenges, share program information and brainstorm about resolutions for common issues (e.g., duplication of services, advertising, etc.). In May 2011, the City of Lewisville and the Town of Flower Mound began coordinating and holding these meetings jointly. Three meetings were held in PY2014.

CCA Housing is once again recognized as a CHDO by the state and expanded its institutional capacity to include the TBRA rental assistance program and the HPRP program. As a CHDO however, CCA has not implemented any new housing production efforts and the TBRA and HPRP programs have now been completed. The Continuum of Care process has provided an important forum for local agencies to communicate and share information. CDBG staff provided minimal coordination of agencies providing tax preparation assistance to promote the Earned-Income Tax Credit as well as the tax preparation assistance itself.

### Reporting and Accountability:

Local outcomes measures specific to each agency have been adopted and are a decision-making tool for the CDBG Advisory Committee. City of Lewisville reporting has evolved from originally just reporting

client numbers and demographics; early efforts stressed reporting Lewisville clients as well as agency-wide or county-wide accomplishments; then we differentiated between duplicated and unduplicated clients and agencies began defining service units; several years ago funding and contracts were transitioned from line item funding (e.g. rent or salary) to purchasing service units for residents at an identified cost per unit; the City now requires agencies to develop new or report existing outcome measurements where the idea is to identify an indicator of success and impact rather than just numbers served. Staff and the Committee so far take long-term measurements as a work in progress but have begun using intermediate outcomes as a tool for judging real progress and impact of programs.

Consistency with Consolidated Plan:

There were no requests in Program Year 2014 from developers or other organizations for a letter of consistency with the City's Consolidated Plan.

**Public Housing:** There are no Public Housing projects or resident initiatives in Lewisville.

**Lead-Based Paint Hazards:** CDBG funds were expended in PY13 for two lead surveys to identify or reduce Lead-Based Paint Hazards but the abatement work has not yet been completed. Inspections of Homebuyer Program properties included visual assessments for LBP hazards.

**Poverty reduction:** The Salvation Army received funded through the City Social Services Fund in PY 2012 to provide emergency financial assistance for mortgage/rent or utility assistance. CCA, using other funding sources, continues to provide budgeting classes, computer training and job placement in an effort to assist clients attain self-sufficiency. "Crisis and Financial Relief" is a priority category for social services funding. PY 2013 represented the first full year in which the CCA Family Assistance Center Improvements were used and served 3,024 Lewisville households.

**Obstacles to meeting under-served needs:** see the section above on Fair Housing. The City included several questions in its Community Needs assessment survey regarding fair housing in an effort to assess resident perceptions. There is no public housing controlled by the City of Lewisville and therefore have been no efforts to improve public housing or resident initiatives.

**Compliance:** To ensure compliance with program and comprehensive planning requirements the City has collected monitoring data and reports from sub-recipients as they draw down their requests for reimbursement. Sub-recipients are subject to risk assessment criteria to determine whether they need on-site or desk monitoring. Training is mandatory at the beginning of each fiscal year. Three CDBG subrecipients monitoring visits were performed during the program year. The City also is using an improved tracking system and certification letters from funded agencies to document compliance with the A-133 Audit requirements.

SELF EVALUATION:

Overall performance this past year was sufficient to maintain compliance with the timeliness of spending standard despite issues moving projects toward completing. The City anticipates marked improvement in 2016 when the Holdford's Prairie and Poydras-Decker Street projects are completed. Both of these were delayed and an amendment is pending for action on January 4, 2016. If City Council decides to upgrade the streets to concrete, the projects will take longer as an engineer will need to assess drainage issues, but when completed the projects may spend up to \$700,000 of funding from PY 2013 and 2014.

Program staff has evaluated performance project-by-project throughout this report.

Once again the Housing Rehab Program was slow to perform. Work was done on two units but it was corrective additional work to the two houses reported in last year's CAPER. However a new position has been created that will take responsibility for moving projects forward. The new Housing Rehab Technician will spend approximately 40% of his time on managing CDBG funded projects and the rest of his time coordinating volunteer projects and administering local incentives for exterior maintenance and repairs.

With only three closings, the Homebuyer program slowed considerably as home prices rose and investors dominated the low end of the housing market locally. The City is proud of its Homebuyer Education partnership which had 167 individuals complete the 8-hour, in-person course. This year's infrastructure project, Poydras-Decker asphalt rehab was combined with the prior year project for Holford's Prairie and put out to bid only to be re-bid when the response was insufficient. The re-bid resulted in good bids but the project was put on hold when City Council expressed a preference for concrete over asphalt and remains on hold pending an amendment and decision on that approach. Land Acquisition meanwhile would be cancelled in order to pay for the concrete streets. This combination of delays resulted in a year with very little spending on hard construction projects.

#### CITIZEN COMMENT PERIOD

This Consolidated Annual Performance Evaluation Report was made available for a public comment period that lasted more than 15 days. The document was made available in the Neighborhood Services office, the City Library and online from December 11 through December 28, 2015. Notice of its availability and an invitation to comment were published in the Denton Records Chronicle's Neighbors Go paper on Friday, December 11, 2015. The CAPER will be distributed to advisory committee members prior to their January meeting and will be a posted agenda item for their discussion.

#### CITIZEN COMMENTS

Staff received no comments or inquiries from the public during the CAPER comment period.