



LEE'S SUMMIT
MISSOURI

Community Development Block Grant
2018-2019

Action Plan

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May 2018



Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

This Action Plan covers the program year 2018-2019, the fourth year of the 2015-2019 Consolidated Plan period of the Community Development Block Grant Program. The 2015-2019 Consolidated Plan identified the following high priority needs:

- Mental Health/Substance Abuse Assistance
- Food Services for Persons of Special Needs
- Affordable Housing and Home Repairs
- Transitional Housing and Domestic Violence Shelters
- Rental Housing - Landlord Awareness/Education
- Sidewalk Improvement in Older Neighborhoods
- Public Transit/Transportation
- Public Facility Improvements for Non-profit Agencies
- Workforce Training Systems
- Commercial Property Improvement for Economic Development
- Expansion of Abuse Center Capacity
- Urgent Needs of LMI Persons and Families
- Assistance for First Time Homebuyers
- Daycare/Respite Care for Persons of Special Needs
- Foster Small Businesses and Startups
- Marketing Social Services
- Housing for the Developmentally Disabled
- Local Emergency Homeless Housing
- Sanitary and Storm Sewer Upgrade

The 2018-19 Action Plan continues to reflect a local partnership between the City government and not-for-profit service and housing agencies to implement the goals and objectives as established in the Consolidated Plan by supporting services, programs and projects that will make a difference in serving the needy in the community. The City followed the standard public process established in the City's Citizen Participation Plan including public awareness campaign, solicitation of CDBG funding requests from local service and housing agencies, evaluation and prioritization of funding needs, a public hearing, a 30-day public review and comment period and the approval of the governing body.

Recommended funding allocation focuses on sustaining on-going programs that have proven to address the critical needs of the community as identified in the Consolidated Plan and to help achieve its goals and objectives. CDBG funds also help agencies to leverage other resources in support of their programs. Funded programs and projects on the non-public-service side focus on the upkeep of the community's affordable housing and home ownership.

A public hearing was held for public input on the Action Plan draft and funding recommendations (based on the 2017-18 funding amount before the 2018-19 funding level was announced by HUD) and the information was also distributed for public review and comment for no less than 30 days following the public hearing. Public comments, if received, are summarized in the appendices.

Due to limited funding from this program, not all the priority needs, as identified in the Consolidated Plan, will be addressed by the programs and projects to be funded this program year. Local agencies are urged to explore alternative resources to support and expand their programs.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Through this plan and its commitment of financial support, the City strives to accomplish the following objectives:

- continue the level of support for agencies and programs that have received CDBG funding in prior years to maintain the level of service benefiting persons with special needs;
- continue to support the agency and program benefiting children of low income families;
- continue to support services for children exposed to domestic violence and adults with mental health and substance abuse issues; and,
- continue to provide financial assistance to LMI homeowners for the upkeep of their homes through the Minor Home Repair Program and to the local public housing agency to implement its CIP.

The outcomes of the above listed programs and projects will benefit a total of about 442 individuals and households, improve 81 affordable housing units and improve services.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The majority of the programs and projects included in this Action Plan have been funded and in operation for some years and recent consolidated plan public participation process showed a strong indication that these services continue to meet the high priority needs of the community. Most of these agencies delivering these services have proven to be solid in terms of their performance as well as their impact on the community's well-being. The City has established a system of monitoring and evaluation of subrecipient performances and levels of performance have been taken into account during the evaluation and prioritization of funding allocation.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The consultation process and outreach for this Action Plan consists of a public awareness campaign via news releases, a solicitation of requests for funding, a public hearing and a 30-day public review and comment period.

A news release was posted on the City's website on December 15, 2017. The news release specifically stated:

- A mandatory pre-application orientation for applicants would be held on January 8, 2018;
- Applications for the 2018-19 CDBG program year would be available on January 4, 2018;
- Applications would be accepted from January 16 through February 16, 2018; and
- A public hearing would be held on March 8, 2018 (however, the hearing date was later changed to March 21, as a result of the Community and Economic Development Committee's decision to reschedule the meeting).

On February 23, 2018, a public notice was published in Lee's Summit Journal announcing the Community and Economic Development Committee public hearing scheduled for March 21, 2018 to hear funding request proposals from local agencies, staff evaluation and prioritization of the proposals, staff funding recommendations, public comments and committee discussions and recommendations for consideration by the full City Council.

On March 21, 2018, the City Council Community and Economic Development Committee held a public hearing on the draft 2018-19 Action Plan and funding allocation proposals based on the City's 2017-18 grant amount as well as re-allocation proposals of funds remaining from prior year programs and projects in the amount of \$17,337.80. The CEDC approved a recommendation for the City Council adoption of the Action Plan with funding levels, with a recommendation that Staff adjust the allocation

amounts to individual activities using a percentage increase or decrease across the board based on the final grant amount as provided by HUD, so long as the adjustments do not go over the threshold of a substantial change.

The 30-day public review and comment period started on March 27 and ended on April 27. Hard copies were made available for public access at two local public libraries and City Hall locations. The draft Action Plan was also made available on the City's website. No public comments were received by the City.

After HUD announced the 2018-19 grant amount, adjustments were applied to two activities operated by the City - Minor Home Repair Program and First Time Homebuyer Program. The final Action Plan with these adjustments was presented to the City Council for adoption by ordinance on May 17th.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

No public comments were received by the City.

6. Summary of comments or views not accepted and the reasons for not accepting them

No public comments were received by the City.

7. Summary

Through a comprehensive public process, the 2018-19 Action Plan was developed to address the priority needs of the community as identified in the 2015-19 Consolidated Plan and the 2018-19 Community Development Block Grant funds and CDBG funds remaining from prior year's projects and programs are allocated to support public service programs and non-public service projects/programs that help the community meet the goals and objectives of the Consolidated Plan. During this process, the City realizes that limited CDBG funding, made available to the community through the U.S. Department of Housing and Urban Development, will not address all of the priority needs of the community. Local agencies are working harder than ever to pool other resources so that more needs are met and the community responses have been very supportive of their efforts.

The funding provided through the CDBG program is making a difference for our community and we continue to use this valuable resource to support the most needed programs.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator		Planning & Special Projects

Table 1 – Responsible Agencies

Narrative (optional)

Consolidated Plan Public Contact Information

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AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

The City of Lee's Summit Planning & Special Projects staff coordinates the consultation process for the Community Development Block Grant Program 2015-2019 Consolidated Plan and the subsequent Annual Action Plans. The consultation process for the fourth Annual Action Plan of the Consolidated Plan period included community awareness campaign through the City's press release and social media information dissemination, pre-application orientation training, newspaper advertising, public hearing, and public review and comment period.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

The City of Lee's Summit has actively worked with local and regional agencies to meet community needs. The City has worked closely in consultation, strategic planning as well as in financial support through its CDBG program to address affordable housing, senior services, mental health, domestic violence, drug abuse prevention, and other social service agencies. Through the annual CDBG action plan process, the City works with these agencies to identify priority needs, service gaps as well as overlap of services to ensure critical services receive funding priority.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Although Lee's Summit does not currently have an independent agency tasked with assessing the homeless population in and around the city, it has been working toward better coordination with the Greater Kansas City Coalition to End Homelessness (GKCCEH), the designated regional Continuum of Care (CoC) serving the Jackson County, Missouri and Wyandotte County, Kansas area. According to the GKCCEH Point in Time 2017 Survey, 1,671 individuals in the Kansas City metropolitan area were identified as homeless, which includes sheltered and unsheltered individuals and represents an aggregated total of the counted individuals within the CoC's area. This represents a reduction in the number of homeless individuals from 2016.

In evaluating the role of Lee's Summit in addressing homelessness, GKCCEH and their embrace of the Housing First approach were considered as a means of assessment. Effective attainment of this approach can be measured by the implementation of policy and provision of funding that ultimately leads to the creation of permanent and sustainable housing for all homeless individuals. Within Lee's

Summit there are many services in the community that are supported by the City in their efforts to actively prevent and reduce homelessness. The following programs, offered through the City of Lee's Summit's CDBG program in the past and current years, help in the initial housing and home ownership of low- to moderate-income families and to make home repairs for low- and moderate-income families:

- First-Time Homebuyers Program, and
- Minor Home Repair Program.

Other contributors to the prevention of homelessness include:

- Hope House: An emergency shelter in Lee's Summit that serves victims of domestic violence, including children.
- ReDiscover Mental Health: Provides mental health services to individuals as well as families in different settings.
- Hillcrest Transitional Housing: Works to house homeless individuals, families, and youths in an environment that encourages working and the development of life skills.
- Lee's Summit Social Services: Provides emergency assistance to low-to moderate-income individuals and families.
- Lee's Summit Housing Authority: Local public housing agency.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

Lee's Summit does not receive ESG funds.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Coldwater of Lee's Summit
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was notified of the funding application process, submitted funding requests to meet high priority special needs, and attended the public hearing. The agency's funding request is funded and the supported program will benefit persons in need of service.
2	Agency/Group/Organization	HOPE HOUSE, INC
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was notified of the funding application process, submitted funding requests to meet high priority special needs, and attended the public hearing. The agency's funding requests are funded and the supported program will benefit persons in need of service.
3	Agency/Group/Organization	REDISCOVER MENTAL HEALTH
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was notified of the funding application process, attended the pre-application orientation, submitted funding requests to meet high priority special needs, and attended the public hearing. The agency's funding requests were recommended for approval and the programs will benefit persons in need of service.
4	Agency/Group/Organization	Center for Conflict Resolution
	Agency/Group/Organization Type	conflict mediation service
	What section of the Plan was addressed by Consultation?	Prevention of crime and conflict
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was notified of the funding application process, attended the pre-application orientation, submitted funding requests to meet its continuing needs, and attended the public hearing. The agency's funding request was recommended for approval and the program will benefit persons in need of service.
5	Agency/Group/Organization	LEE'S SUMMIT HOUSING AUTHORITY
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was notified of the funding application process, attended the pre-application orientation, submitted funding requests to meet high priority special needs, and attended the public hearing. The agency's funding request was recommended for approval and the supported program will benefit persons in need of service.

Identify any Agency Types not consulted and provide rationale for not consulting

N/A.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	the Greater Kansas City Coalition to End Homelessness (GKCCEH)	The Strategic Plan supports the overall goals of the plan of the CoC.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

A press release was posted on December 15, 2017. The press release specifically stated:

- Applications for the 2018-19 CDBG program year would be available online on January 4, 2018;
- Applications would be accepted from January 16 through February 16, 2018; and
- A public hearing would be held by the City Council Community and Economic Development Committee on March 8, 2018 (later advertised for March 21, 2018 due to a decision by the Community and Economic Development Committee to postpone the meeting).

A legal public notice was published in Lee's Summit Tribune for the public hearing. The public hearing provided an opportunity for public participation and the 30-day public comment period from March 27 through April 27 before the City Council approval of the final plan gave the public another opportunity to review the information and submit input.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Internet Outreach	Non-targeted/broad community	Public awareness/informational campaign only.	No comments received. Public information only.	No comments received. Public information only.	http://cityofls.net/City-of-Lees-Summit/About-the-City/News-Releases/articleType/ArticleView/articleId/4199/Community-Development-Block-Grant-CDBG-App
3	Public Hearing	Non-targeted/broad community	All funding applicants presented their programs and funding requests during the public hearing. Staff presented application review and prioritization results and funding allocation recommendations.	No public comments received.	No public comments received.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Public review and comment	Non-targeted/broad community	Draft Action Plan with Funding Allocation Recommendations were made available at various public places/locations as well as online.	No public comments received.	No public comments received.	
5	Newspaper Ad	Non-targeted/broad community	N/A	N/A	N/A	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

The Community Development Block Grant is the only known resource to be available to the City of Lee's Summit from various federal resources to address the identified community needs. Local agencies will have opportunities to apply for the ESG grant through the State of Missouri. Public housing needs may also be met with other HUD grants to be awarded to the Lee's Summit Housing Authority. Local agencies will continue to make efforts and explore new funding sources for their programs to meet client needs.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	390,209	0	17,338	407,547	0	CDBG allocation to be granted by HUD for program year 2018-19. Surplus funds unexpended from prior years will also be available for redistribution.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
General Fund	public - local	Admin and Planning	0	0	0	0	0	
Public Housing Capital Fund	public - federal	Housing	0	0	0	0	0	
Other	private	Housing	0	0	0	0	0	
Other	private	Public Services	0	0	0	0	0	

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The CDBG funding is leveraged with other resources for most of our programs. For CDBG, the City will continue to cover a portion of the administrative cost with its general fund. Lee's Summit Housing Authority leverages other federal funds for capital expenses. Other subrecipients combine CDBG allocations with a variety of other funding sources, including in-kind donations, local grants, local churches, local charities, private foundations, private fundraisers, State funding resources, etc. The City will not require funding match for any of the CDBG funded programs and projects.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

N/A.

Discussion

No further discussion.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	CDBG Program Planning/Administration	2015	2019	Planning and Administration	Communitywide	CDBG Administration and Planning	CDBG: \$40,000	Other: 1 Other
2	Services for Victims of Domestic Violence	2015	2019	Homeless Non-Homeless Special Needs	Communitywide	Mental Health/Substance Abuse Assistance Transitional Housing & Domestic Violence Shelters Expansion of Abuse Center Capacity	CDBG: \$20,000	Public service activities other than Low/Moderate Income Housing Benefit: 70 Persons Assisted
3	Emergency Needs of LMI Persons/Families	2015	2019	Non-Homeless Special Needs	Communitywide	Urgent Needs of LMI Persons and Families	CDBG: \$8,500	Public service activities other than Low/Moderate Income Housing Benefit: 82 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Services for Mental Health and Substance Abuse	2015	2019	Non-Homeless Special Needs	Old Town Area Communitywide	Mental Health/Substance Abuse Assistance	CDBG: \$8,226	Public service activities other than Low/Moderate Income Housing Benefit: 279 Persons Assisted
5	Public Housing	2015	2019	Affordable Housing Public Housing	Old Town Area Communitywide	Affordable Housing and Home Repairs	CDBG: \$150,000	Rental units rehabilitated: 66 Household Housing Unit
6	Home Repairs	2015	2019	Affordable Housing	Communitywide	Affordable Housing and Home Repairs	CDBG: \$146,621	Homeowner Housing Rehabilitated: 15 Household Housing Unit
7	Homebuyer Mortgage Assistance	2015	2019	Affordable Housing	Communitywide	Assistance for First Time Homebuyers	CDBG: \$34,200	Direct Financial Assistance to Homebuyers: 11 Households Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	CDBG Program Planning/Administration
	Goal Description	Various activities and associated expenses for the general administration of the CDBG program, including planning activities as allowed by HUD regulations.

2	Goal Name	Services for Victims of Domestic Violence
	Goal Description	Hope House provides emergency shelter and services for moms and children running away from domestic violence. The agency expressed a continuing need financially to support its Children's Therapy services.
3	Goal Name	Emergency Needs of LMI Persons/Families
	Goal Description	Coldwater of Lee's Summit provides free snacks in backpacks to local elementary school children who are chronically hungry for weekends. Center for Conflict Resolution supports individuals and families of LMI in resolving conflicts.
4	Goal Name	Services for Mental Health and Substance Abuse
	Goal Description	Agencies providing services for persons with mental health issues and substance abuse problems expressed a need for financial support to its programs to meet an unmet community need.
5	Goal Name	Public Housing
	Goal Description	Provide assistance to Lee's Summit Housing Authority for its bathroom rehab project at its Duncan Estates public housing complex.
6	Goal Name	Home Repairs
	Goal Description	Continue to fund the minor home repair program to provide financial assistance to LMI homeowners who need critical repairs to their homes. This also implements the community's strategy for the upkeep of the affordable housing stock.
7	Goal Name	Homebuyer Mortgage Assistance
	Goal Description	Continue the City's First Time Homebuyer program to assist Lee's Summit residents to buy their first homes by providing up to \$3,000 grant to cover the required closing cost and a portion of the down payments.

Projects

AP-35 Projects – 91.220(d)

Introduction

This program year, Lee's Summit continues to support existing on-going public service programs by providing an elevated level of CDBG funding. On the Public Service side, all funding requests are met with the capped amount of the annual grant. On the non-public-service side, the City closely maintains the level of funding for its minor home repair program and increases the funding level for the First Time Homebuyer program due to recent increase in need. The City continues to work with Lee's Summit Housing Authority to make needed upgrades of its residential units for sustainability and energy efficiency.

Projects

#	Project Name
1	2018 CDBG Administration
2	Coldwater BackSnack Program
3	Hope House Children's Therapy Services
4	ReDiscover Parenting with Love and Logic
5	ReDiscover Case Management
6	CFCR Community Mediation
7	LSHA Duncan Estates Bathroom Rehab
8	First Time Homebuyer Program
9	Minor Home Repair Program

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

AP-38 Project Summary
Project Summary Information

1	Project Name	2018 CDBG Administration
	Target Area	Communitywide
	Goals Supported	CDBG Program Planning/Administration
	Needs Addressed	CDBG Administration and Planning
	Funding	CDBG: \$40,000
	Description	Various activities and associated expenses for the general administration of the CDBG program, including, but not limited to, staff time, advertising, legal document recording fees, publications, and other planning and administration related expenses as permitted by HUD regulations.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
	Planned Activities	CDBG administration related activities, as needed
2	Project Name	Coldwater BackSnack Program
	Target Area	Communitywide
	Goals Supported	Emergency Needs of LMI Persons/Families
	Needs Addressed	Urgent Needs of LMI Persons and Families
	Funding	CDBG: \$5,500
	Description	Coldwater partnering with Harvesters to provide weekend backpacks of food to chronically hungry school children from Lee's Summit R-VII school district.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	For the CDBG portion of the resources, 22 elementary school children from the Lee's Summit R-VII School Districts, who are considered as chronically hungry children will benefit from the BackSnack program. The program overall is estimated to benefit up to 178 students during the school year.
	Location Description	Several elementary schools in Lee's Summit school district.

	Planned Activities	Partnering with Harvesters, Coldwater of Lee's Summit will weekend provide backpacks of food to elementary school children who are considered as chronically hungry children during the school year.
3	Project Name	Hope House Children's Therapy Services
	Target Area	Communitywide
	Goals Supported	Services for Victims of Domestic Violence
	Needs Addressed	Mental Health/Substance Abuse Assistance Urgent Needs of LMI Persons and Families
	Funding	CDBG: \$20,000
	Description	Hope House, local domestic violence shelter, provides therapy services to children exposed to domestic violence. CDBG funding will support the program by providing additional financial resource so that more children can be served.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	70 children exposed to domestic violence will benefit from this service.
	Location Description	Hope House facility located in Lee's Summit.
	Planned Activities	Providing therapy services in a domestic violence shelter environment for children who are exposed to domestic violence. Services are provided in the forms of individual, group or family services.
4	Project Name	ReDiscover Parenting with Love and Logic
	Target Area	Communitywide
	Goals Supported	Services for Mental Health and Substance Abuse
	Needs Addressed	Mental Health/Substance Abuse Assistance
	Funding	CDBG: \$1,147
	Description	Providing classes by certified instructors for parents of at-risk children and adolescents to help them will skills in interaction with their children.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	23 parents and 46 children. Parents of at-risk children and adolescents.

	Location Description	Various locations in Lee's Summit.
	Planned Activities	Providing classes for parents of at-risk children and adolescents through offering of scholarships so that these parents can attend classes, receive handbooks, free childcare on site, free ongoing support and free refresher classes.
5	Project Name	ReDiscover Case Management
	Target Area	Old Town Area
	Goals Supported	Services for Mental Health and Substance Abuse
	Needs Addressed	Mental Health/Substance Abuse Assistance
	Funding	CDBG: \$7,079
	Description	Providing case management at Lee's Summit Elementary for high-risk children. CDBG funding will cover the case manager's salary, benefits and overheads at \$32.97 per hour.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	210 students considered high-risk at Lee's Summit Elementary, which serves an LMI area.
	Location Description	The case management service is provided to Lee's Summit Elementary located at 2nd St and Green St, in the heart of the old town area of Lee's Summit, in an LMI Census Tract.
	Planned Activities	Providing case management at Lee's Summit Elementary for approximately 210 high-risk children. CDBG funding will cover the case manager's salary, benefits and overheads at \$32.97 per hour.
6	Project Name	CFCR Community Mediation
	Target Area	Communitywide
	Goals Supported	Emergency Needs of LMI Persons/Families
	Needs Addressed	Urgent Needs of LMI Persons and Families Community Services Improvements
	Funding	CDBG: \$3,000
	Description	Assisting in dispute resolution between parties by professional facilitators and trained volunteers. The early intervention in disputes prevents crime, violence, runaways, and homelessness.
	Target Date	6/30/2019

	Estimate the number and type of families that will benefit from the proposed activities	60 individuals and families with LMI in Lee's Summit involved in a dispute with other parties.
	Location Description	The agency is located in Kansas City, Missouri. Services will be provided off-site at 1101 NE Independence Ave in Lee's Summit to directly benefit Lee's Summit residents.
	Planned Activities	Assisting in dispute resolution between parties by professional facilitators and trained volunteers. The early intervention in disputes prevents crime, violence, runaways, and homelessness.
7	Project Name	LSHA Duncan Estates Bathroom Rehab
	Target Area	Old Town Area
	Goals Supported	Public Housing
	Needs Addressed	Affordable Housing and Home Repairs
	Funding	CDBG: \$150,000 Public Housing Capital Fund: \$400,440
	Description	Lee's Summit Housing Authority will upgrade bathrooms at its Duncan Estates public housing establishment, which includes 66 resident units. Improvements will include new toilets, shower/tub units, lavatories, flooring, plumbing, ADA features, painting, lighting and ventilation.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	66 public housing resident units will be upgraded benefiting 81 LMI residents.
	Location Description	Lee's Summit Housing Authority's Duncan Estates public housing establishment located immediately south of US 50 between Ward Rd and Jefferson St.
	Planned Activities	Rehab project will include 66 resident units. Improvements include new toilets, shower/tub units, lavatories, flooring, plumbing, ADA features, painting, lighting and ventilation.
8	Project Name	First Time Homebuyer Program
	Target Area	Communitywide
	Goals Supported	Homebuyer Mortgage Assistance
	Needs Addressed	Assistance for First Time Homebuyers

	Funding	CDBG: \$34,200
	Description	Providing up to \$3,000 to qualified first time homebuyers to secure a mortgage loan for purchase of a home. The grant can cover the closing cost and up to 50% of the required down payment. To qualify, the recipient must have established residency in Lee's Summit for at least 12 months.
	Target Date	12/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	11 first time homebuyers will benefit from this program. To be eligible, the recipient must be a first time homebuyer by HUD definition and have established residency in Lee's Summit for at least 12 months prior to approval of the grant. The recipient must also meet HUD income limits.
	Location Description	Purchased homes or other types of residential units must be located within Lee's Summit City Limits.
	Planned Activities	An up to \$3,000 grant will be awarded to a first time homebuyer, who has established residency in Lee's Summit for at least 12 months prior to approval of the grant. The grant will cover the closing cost of a mortgage loan and/or up to 50% of the required down payment. A three year lien will be placed on the property.
9	Project Name	Minor Home Repair Program
	Target Area	Old Town Area Communitywide
	Goals Supported	Home Repairs
	Needs Addressed	Affordable Housing and Home Repairs
	Funding	CDBG: \$146,620
	Description	Providing up to \$10,000 grant to income qualified single family owner occupied homeowners for approved minor exterior home repairs or up to \$3,000 grant for needed private sanitary sewer repairs.
	Target Date	12/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	15 single family owner occupied homeowners in Lee's Summit who meet HUD income limits and their homes need minor exterior repairs to correct code violations, deteriorated conditions, safety hazards or other substandard conditions or such homeowners who need repairs to their sanitary sewer systems.
	Location Description	Locations of homes are not limited but must be within Lee's Summit City Limits.

	Planned Activities	Minor home exterior repairs or repairs to private sanitary sewer systems. A three year lien will be placed on the home after the repairs are completed.
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AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The programs to be funded target LMI persons and families and persons with special needs regardless of their location in Lee's Summit. The majority of the agencies to receive CDBG funding are located within or immediately adjacent to the old town area of the community.

Geographic Distribution

Target Area	Percentage of Funds
Old Town Area	
Communitywide	100

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Generally, there is no priority given based on geographic location. The programs/projects are funded to serve the needs of targeted clients regardless of geographic locations, so long as the clients are Lee's Summit residents. Some services go beyond the city limits.

Discussion

The City identified two different Geographic Distribution Target Areas for the purpose of the Consolidated Plan: Old Town Area and Communitywide. However, the programs and services to be supported through the CDBG program target the populations that the CDBG program is designed for, without an obvious emphasis on the geographic locations of the clients. As shown above, the City intends to allocate funding for programs and services that do not specifically have a geographic focus. However, most of these programs and services benefit the population located in the Old Town Area.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

For the 2018-19 Action Plan, the City anticipates supporting the LSHA and Minor Home Repair Programs at levels specified in the projects section of the plan. This means that the City expects to benefit approximately 66 households through the LSHA's bathroom rehab program at Duncan Estates and 15 households through the Minor Home Repair Program.

The Minor Home Repair Program has been an on-going activity of the City, providing support to LMI homeowners for needed exterior repairs and emergency repairs to private sewer system.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	81
Special-Needs	0
Total	81

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	81
Acquisition of Existing Units	0
Total	81

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

The Minor Home Repair program is a multi-year program and it is anticipated that during the program year of 2018-19, additional homeowners will be assisted utilizing prior year funds as they come in the process. The anticipated goals referenced above do not reflect these beneficiaries.

AP-60 Public Housing – 91.220(h)

Introduction

The vision of the Lee's Summit Housing is to "Build Communities of distinction that are multi-generational, mixed income, and meet the needs of our most vulnerable citizens".

Our Mission is to "Advocate for affordable housing and respond to unmet housing needs through new construction, restoration of existing assets, and the pursuit of new development opportunities and partnerships".

We will accomplish our mission with an action plan that is based on and measured by TRUST.

T aking care of the community

R aising awareness

U nifying likeminded communities of service

S erving families

T ransforming lives

Strategic Goals Priorities:

- Reducing the waiting lists for affordable housing solutions by developing 100 units of mixed income housing
- Completing a comprehensive housing study in partnership with other organizations
- Getting our voices in the room for housing discussions occurring within the City
- Finding opportunities for funding projects via a City mechanism
- Developing a demonstration project
- Carefully pursuing redevelopment of Lea Haven

Actions planned during the next year to address the needs to public housing

The Lee's Summit Housing Authority (LSHA) has adopted the following action strategies to address the needs of Public Housing and Affordable Housing Development

9.1 Strategy for Addressing Housing Needs

- Advocating for the industry and our role within the local Community
- Identify and leverage trends to create a broader range of housing options that together will local housing shortfalls
- Build relationships with “partners” who are willing to help advance the provision of affordable housing solutions in the City
- Meeting the needs of a multi-generational community
- Responding to concerns from NIMBY stakeholders
- Addressing the needs of students who are homeless
- Capitalizing on our reputation
- Apply for additional rental vouchers (as they may become available through HUD) and actively administrate the Section 8 Housing Choice Voucher Program.
- Explore leveraging public and private funds to create additional housing opportunities
- Collaborate with the City of Lee’s Summit, Jackson County, other for-profit and non-profit organizations in the development of affordable housing
- Participate in Housing Affordability Market Studies
- Collaborate with the Lee’s Summit Economic Development Council
- Acquire or build units or developments (and explore management of other housing programs)
- Develop strategies and carry out necessary physical improvements to improve energy efficiencies in public housing units.
- Affirmatively market to races/ethnicities shown to have disproportionate housing needs (Consolidated Plan)
- Conduct physical needs assessments, energy audits and other applicable reviews as necessary for proper modernization/rehabilitation planning to maintain the housing stock
- Employ effective management and maintenance policies

Reasons for Selecting Strategies

- Housing needs identified in the CDBG Consolidated Plan for the City of Lee’s Summit 2015 – 2019
- Local housing markets / resources / current affordable housing stock
- City of Lee’s Summit Housing Study (Vogt Strategic Insight 2017)
- Lee’s Summit Affordable Housing Needs Assessment Kansas University Students UBPL: 710 Urban Planning
- Census Data
- Collaboration with the City of Lee’s Summit
- Housing Needs Identified in 2014 Lee’s Summit Housing Affordability Analysis
- Consultation with residents and advisory board

Needs Identified Existing Public Housing:

Physical Needs: LSHA has identified needed physical improvements and modernization activities that will improve the quality of life for residents through improved living environments, increased energy efficiency and ensuring long-term viability of the existing public housing stock. These activities are detailed in the 5-Year Plan covering the period of 2015-2019 as follows:

- Renovate Bathrooms 18-units;
- Repair structural Issues 4-buildings;
- Replace Appliances Utilizing Energy Star 91-units;
- Interior Rehab (occupied units) 50-units;
- Exterior Rehab 33-buildings;
- Replace Water Lines (Lee Haven) 50-units;
- Site Improvements PHA-wide;

Operational Needs: LSHA has identified needed operational improvements necessary to maintain a high performing agency. These include costs associated with housing operations and computer/software/IT services.

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

The Lee's Summit Housing Authority has a Resident Housing Commissioner appointed to serve on the Board of Housing Commissioners. Resident Commissioner is a welcomed addition to the Housing Authority Board of Commissioners and I brings a unique perspective and insight to the Board. The Lee's Summit Housing Authority keeps open communications with the residents through a monthly newsletter and twice monthly pot-luck dinners. Residents are also engaged by LSHA management and Board Members. The Lee's Summit Housing Authority maintains an "open door" policy for residents to voice their concerns.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The Lee's Summit Housing Authority is designated a High Performing Agency by HUD through its Public Housing Management Assessment and Section Eight Management Assessment Programs. LSHA is not designated as "Troubled".

Discussion

Many of the strategies and goals for long-term viability and objectives for addressing the needs of the Lee's Summit Housing Authority and the greater Community are taken directly from the information, strategies and objectives identified in the City of Lee's Summit Consolidated Plan and as may also be identified in additional "Studies" such as the Old Lee's Summit Development Master Plan and Housing

Affordability Analysis 2014, Vogt Strategic Insights 2017, Lee's Summit Affordable Housing Needs Assessment by University of Kansas Urban Planning Students UBPL: 710 Fall of 2017, Census Data, and related market studies.

Many of the physical and operational improvements identified in LSHAs 5-Year Plan are contingent upon current and future funding through the CDBG Program, HUD Funding (CFP & OPFND) and, PILOT waiver by the City.

Many of the strategies to address the need for developing affordable housing opportunities and solutions for the growing Senior population, Veterans and low to moderate income families is dependent upon cooperation by the City of Lee's Summit, the Business Community, Private and Public Investment and the greater Community support.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

For the 2018-19 Action Plan, the City anticipates supporting the homeless and special needs population by providing continued financial support to local public services such as Hope House, ReDiscover, Coldwater, and other local agencies that critical services to Lee's Summit residents with special needs.

Coldwater of Lee's Summit has requested funds to continue the support of the “BackSnack Program”. This program provides nutritional needs of hungry children. Hope House is continuing its “Children’s Therapy Services Program”. ReDiscover has requested funds for its “Parenting with Love and Logic” Program and "Case Management for At-risk School Children" to help children as well as adults to gain knowledge and skills to handle challenging relationships and situations and to promote mental health. Center for Conflict Resolution provides consultation services for its clients tangled in disputes and conflicts to move to resolution. CDBG funds will help the agency to offer such service to individuals who do not have the financial means to receive such service.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Lee's Summit does not have a homeless shelter. Homeless shelter services are provided by the CoC of the Greater Kansas City region. Our focus is on providing financial assistance to local public service agencies that target residents who are temporarily homeless due to domestic violence or who are potentially becoming homeless due to mental health issues or domestic disputes. Activities receiving CDBG assistance this program year that help reducing chances of people becoming homelessness include services provided by Hope House, ReDiscover, Coldwater and Center for Conflict Resolution. The City will coordinate and work with CoC for its outreach and assessment efforts.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City’s strategy for addressing the emergency and transitional housing needs of people who are homeless or at risk of homelessness includes opening up opportunities for local agencies and charity organizations that provide emergency shelters and homeless prevention services to qualify for Community Development Block Grant resources. Coordination among different agencies and service providers to assist the homeless and prevent homelessness are currently led by The Greater Kansas City Coalition to End Homelessness.

- **Emergency Shelters & Services**—Currently, Lee’s Summit does not provide permanent shelters for chronic homeless. Shelters and services in the network of the CoC provide coverage for the

region including Lee's Summit. However, emergency shelters are available for domestic violence victims and their children and transitional housing is available for short-term homeless.

- Hope House is a domestic violence shelter providing outreach counseling and emergency shelter for victims of domestic violence (women and their children). It also provides group and individual therapy to victims in Lee's Summit. The City will continue to support its service needs with CDBG funds in 2018-19.
- ReDiscover Mental Health, Inc. provides temporary shelter for homeless persons in two apartments within Lee's Summit. This program operates two respite apartment services for mentally ill adults who have a housing crisis and need temporary shelter. The City will continue to support the agency's service needs in the 2018-19 program year with CDBG allocations.

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 strategy for helping people who are homeless, particularly the chronically homeless, transition to stable housing and independent living focuses on better coordination with the regional CoC while maintaining the level of appropriate supportive services and the number of units of permanent supportive housing provided by local agencies. Needs associated with this stage of the process are largely addressed by non-profit organizations like Hillcrest Transitional Housing and local churches. Local churches often provide similar services without any assistance from the CDBG Program, but nonetheless play an important role in helping homeless individuals and families make the transition to permanent housing.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: 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); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Prevention initiatives play a central role in short term and long term strategies to help low-income individuals and families avoid becoming homeless. Local agencies providing housing assistance and emergency shelters have already built into their programs homeless prevention counseling for the people and families they serve. In the 2018-19 program year, the City will direct CDBG funds to several of these programs to alleviate budget shortage. In the meantime, CDBG support will also benefit local agencies and programs that provide services targeting LMI persons and persons with special needs for

housing, health, and other social services.

Discussion

The City's CDBG funding distribution process is a competitive one where the City opens funding request opportunities to all local agencies that provide services to meet the priority goals of the Consolidated Plan. Agencies file funding requests based on financial support needs and funding allocations decisions are based on priorities, agency capacities and funding availability.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The City of Lee's Summit's adopted public policies and standards pertaining to development as well as housing development and residential investment in the community are designed and updated to promote and protect community values, to ensure quality, to improve sustainability, to protect property values and investments, and to provide equal opportunities for all. The City does not and will not endorse and put in place any public policies that will prevent investment and development of affordable housing. The City provides financial opportunities through the CDBG program for agencies to provide housing choices and home repairs to benefit persons with housing burdens.

Actions it planned 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

During the 2018-19 Program Year, the City of Lee's Summit will conduct a HUD required Analysis of Impediments to Fair Housing Choice (AI) to closely re-examine the housing conditions in the city and the region, city current policies, plans, regulations, standards and programs for any signs of impediments to providing fair housing choice. The City continues to provide CDBG support for the largely successful activity that is known as the City's Minor Home Repair Program. The City also allocated CDBG funding to provide assistance to first time homeowners to secure mortgage loans to purchase homes.

Discussion:

AP-85 Other Actions – 91.220(k)

Introduction:

Coordination of services is extremely important to ensure services are provided efficiently and effectively, especially when resources are scarce.

Actions planned to address obstacles to meeting underserved needs

The major obstacle to meeting underserved needs is limited funding. The City will continue to encourage public service agencies to actively explore and pursue new funding opportunities. The City will also continue to explore and participate in regional solutions to some of the underserved needs.

Actions planned to foster and maintain affordable housing

Funded programs and projects through the CDBG program for housing related repairs and rehabilitation meet the goal of sustaining the community's affordable housing stock and improving the conditions. In addition, the City will continue to foster and maintain affordable housing through implementation of the Comprehensive Plan that promotes housing diversity and sustainable development.

Actions planned to reduce lead-based paint hazards

- Continue to educate the public regarding the danger of lead-based paint hazards.
- Continue to enforce the requirement for residential rehabilitation contractors to be properly licensed when taking on residential rehabilitation projects.
- Continue to perform lead-based paint hazard inspections for First-Time Homebuyer program.

Actions planned to reduce the number of poverty-level families

The City will focus on economic development by:

- Increase business activities.
- Expand job training and employment opportunities.
- Foster small business and startups.
- Invest in needed public infrastructure improvement for economic development.
- Encourage and incentivize business expansion and new business activities.
- Continued to support private agencies for services to help poverty-level population to get on their feet.

Actions planned to develop institutional structure

The City will continue to improve the institutional structure to better serve the needs of the

community. Inter-agency coordination will continue to be the focus in order to improve efficiency and avoid duplication of efforts.

Actions planned to enhance coordination between public and private housing and social service agencies

- Continue to provide training for agencies receiving CDBG funding.
- Continue to encourage agencies, private or public, to communicate and coordinate.
- Continue to monitor CDBG subrecipients on performance and provide technical support as needed.

Discussion:

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

The City's CDBG funded programs and projects are not intended to generate any program income up to today. Funds returned to the line of credit have been normally a result of programs and projects completed or cancelled with a balance of unused funds.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	80.00%

CDBG Funding Requests and Recommendations

CDBG Program Year 2018-19

2017-18 Funding Level/ HUD 2018-19 CDBG Grant

For CC Adoption

Type/Dept	Applicant	Project Description	Capped Amt/Request	Staff Recomm.	CEDC Recomm.	Adjusted
<p style="text-align: right;">Prior Year Funds Available for Reallocation \$17,337.80</p>						
			\$354,769.00	\$354,769.00	\$354,769.00	\$390,209.00
Planning & Administration (20% Cap)						
P&A1	City of Lee's Summit	CDBG Program Administration	\$70,953.80	\$70,953.80	\$70,953.80	\$78,041.80
P&A2	Lee's Summit Housing Authority	Development Specialist	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00
Subtotal			\$99,750.00	\$40,000.00	\$40,000.00	\$40,000.00
Public Services (15% Cap)						
			\$53,215.35	\$53,215.35	\$53,215.35	\$58,531.35
PS1	Coldwater of Lee's Summit	BackSnack Program - Provide for nutritional needs of hungry children	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00
PS2	Hope House, Inc	Children's Therapy Services	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
PS3	ReDiscover	Parenting with Love and Logic Program	\$1,147.00	\$1,147.00	\$1,147.00	\$1,147.00
PS4	ReDiscover	Case Management - Assessment, therapy, education, and referral for at-risk youth	\$7,079.00	\$7,079.00	\$7,079.00	\$7,079.00
PS5	Center for Conflict Resolution	Community Mediation	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
Subtotal			\$36,726.00	\$36,726.00	\$36,726.00	\$36,726.00
			\$16,489.35	\$16,489.35	\$16,489.35	\$21,805.35
Other (No Cap)/Remaining Amount						
			\$219,141.45	\$295,380.80	\$295,380.80	\$330,820.80
OTH1	Lee's Summit Housing Authority	Interior Unit Rehab	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00
OTH2	City of Lee's Summit	Minor Home Repair - for LMI homeowners	\$100,000.00	\$121,380.80	\$121,380.80	\$146,620.80
OTH3	City of Lee's Summit	First Time Homebuyer Program	\$24,000.00	\$24,000.00	\$24,000.00	\$34,200.00
OTH4	Coldwater of Lee's Summit	New Building	\$200,000.00	\$0.00	\$0.00	\$0.00
Subtotal			\$474,000.00	\$295,380.80	\$295,380.80	\$330,820.80
			(\$254,858.55)	\$0.00	\$0.00	\$0.00
Difference between 2018 OTH amount and request						

