



**LEE'S SUMMIT**  
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**Community Development Block Grant**

**2019-2020**

**Action Plan**

**(DRAFT)**

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# Executive Summary

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

### 1. Introduction

This Action Plan covers the program year 2019-2020, the fifth or the final 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 2019-20 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 2018-19 funding amount before the 2019-20 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 ### individuals and households, improve ## 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. Most of the agencies offering these programs and services utilizing the Community Development Block Grant have proven to be solid in terms of their performance as well as their impact on the community's well-being, even though a number of them experienced capacity issues in recent years. The City has in place 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 public outreach and consultation process for this Action Plan consists of a public awareness campaign via press release, solicitation of requests for funding, public hearing and a 30-day public review and comment period.

A press release was posted on the City's website on December 19, 2018. The press release specifically stated:

- Applications for the 2019-20 CDBG program year would be available on January 7, 2019;
- Applications would be accepted from January 7 through February 8, 2019; and
- A public hearing would be held on March 13, 2019.

On February 23, 2019, a public notice was published in Lee's Summit Tribune announcing the Community and Economic Development Committee public hearing scheduled for March 13, 2019 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 13, 2019, the City Council Community and Economic Development Committee held a public hearing on the draft 2019-20 Action Plan and funding allocation proposals based on the City's 2018-19 grant amount as well as re-allocation proposals of funds remaining from prior year programs and projects in the amount of \$16,023.60. 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 and the applicant's requested funding amount.

The 30-day public review and comment period started on March 15 and ended on April 19. 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. *## public comments were received by the City.*

After HUD announced the 2019-20 grant amount, adjustments were applied to *##* activities. The final Action Plan with these adjustments was presented to the City Council for adoption by ordinance on MM-DD-YYYY.

The screenshot shows the website header with the logo for Lee's Summit Missouri and navigation links for Careers, Get Involved, and Contact the City. Below the header is a search bar and a main navigation menu with categories: Engage (Services | Resources | News), Explore (Play | Discover | Experience), Thrive (Plan | Build | Grow), City Government (Officials | Departments | Meetings), and How Do I... (News & Media > Press Releases).

The main content area features a 'Press Releases' section with a sub-header 'All Press Releases' and a list of categories: City of Lee's Summit Press Releases, Development Services Press Releases, Fire Department Press Releases, Parks & Recreation Press Releases, Public Works Press Releases, and Water Utilities Press Releases. A search bar for press releases is also present.

The featured press release is titled 'Community Development Block Grant Application Period Begins Jan. 7, 2019'. It includes the following text:
 

Wednesday, December 19, 2018 | Views: 153 | Categories: City of Lee's Summit Press Releases

**Community Development Block Grant Application Period Begins Jan. 7, 2019**

The City of Lee's Summit will be accepting applications for funding for the 2019-20 Community Development Block Grant program from qualified agencies Jan. 7, 2019 through Feb. 8, 2019. The grant funds are provided to the City annually by the U.S. Department of Housing and Urban Development to meet the needs of low-to-moderate income individuals and families, address slum or blight, and meet urgent needs.

Application forms and information will be available on the [City's website](#) Jan. 2, 2019. Qualified agencies include public agencies and nonprofit organizations. Individuals are not eligible to apply. The program year starts July 1, 2019 and ends June 30, 2020.

Once qualified agencies submit applications for eligible projects and programs, the City conducts a selection and allocation process to ensure funds are used to achieve community goals, objectives and priorities established in the Consolidated Plan. The Community and Economic Development Committee will hold a public hearing in March. Applicants will present their proposals and funding requests and the public will be given the opportunity to provide feedback. The committee will then recommend a funding allocation plan to City Council.

Lee's Summit was designated as an Entitlement Community under the Community Development Block Grant program, which gives the City authority to administer the grant in our community. The City of Lee's Summit was awarded \$390,209 for 2018-19. The City's 2019-20 grant funding has yet to be announced.

For questions about the Community Development Block Grant program, call 816-969-1200 or email [planning@cityofl.s.net](mailto:planning@cityofl.s.net).

Social media sharing icons for Facebook, Twitter, Google+, LinkedIn, Pinterest, and Print are visible below the article.

Navigation links for 'Previous' (Overnight Fire Damages Duplex) and 'Next' (Dylan Eppert Named City of Lee's Summit Employee of the Year) are also present.

The section is titled 'Latest Press Releases'.

## Press Release for Application

### 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 2019-20 Action Plan was developed to address the priority needs of the community as identified in the 2015-19 Consolidated Plan and the 2019-20 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**

Heping Zhan, AICP

Assistant Director of Planning & Special Projects

City of Lee's Summit, MO 64063

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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 department 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 final Annual Action Plan of the Consolidated Plan period included community awareness campaign through the City's press release and social media information dissemination, 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, public housing, transitional housing, mental health, domestic violence, drug abuse prevention, and other public 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.**

Lee's Summit is a part of the service area of 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. and has been working with the network over the years as needed.

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

5	<b>Agency/Group/Organization</b>	LEE'S SUMMIT HOUSING AUTHORITY
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency was notified of the funding application process, submitted a funding request to meet the agency's funding need to continue its program to rehab existing public housing units, 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.
6	<b>Agency/Group/Organization</b>	Hillcrest Transitional Housing of Eastern Jackson County
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Homelessness Needs - Veterans
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency learned about the funding application process through the City's press release, submitted a funding request to meet its need for case management, and attended the public hearing. The agency's funding request will be partially met due to funding limitations 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)**

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**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 19, 2018. The press release specifically stated:

- Applications for the 2019-20 CDBG program year would be available online on January 7, 2018;
- Applications would be accepted from January 7 through February 8, 2019; and
- A public hearing would be held by the City Council Community and Economic Development Committee on March 13, 2019.

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 15 through April 19 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.	Public comments will be provided, if received.	Explanation will be provided, if public comments are received and not accepted.	<a href="http://cityofls.net/City-of-Lees-Summit/About-the-City/News-Releases/articleType/ArticleView/articleId/4199/Community-Development-Block-Grant-CDBG-App">http://cityofls.net/City-of-Lees-Summit/About-the-City/News-Releases/articleType/ArticleView/articleId/4199/Community-Development-Block-Grant-CDBG-App</a>

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)
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.	Public comments will be provided, if received.	Explanation will be provided, if comments are received and not accepted.	
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.	Public comments will be provided, if received.	Explanation will be provided, if comments are received and not accepted.	

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)
5	Newspaper Ad	Non-targeted/broad community	N/A	N/A	N/A	

Table 4 – Citizen Participation Outreach

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## 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 and other types of grants as they are available. 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	16,024	406,233	0	CDBG allocation to be expected from HUD for program year 2019-20, pending the actual amount to be announced. Surplus funds unexpended from prior years will also be available for redistribution.
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 City is offering CDBG assistance to agencies and programs to fill budget gaps. Agencies and programs should primarily rely on other funding sources or in-kind donations and use CDBG assistance as a way to extend the services. 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 does not require funding match for any of the CDBG funded programs and projects.

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**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.

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## 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		Affordable Housing and Home Repairs CDBG Administration and Planning	CDBG: \$78,000	Other: 2 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: 130 Persons Assisted
3	Emergency Needs of LMI Persons/Families	2015	2019	Non-Homeless Special Needs	Communitywide	Urgent Needs of LMI Persons and Families	CDBG: \$8,000	Public service activities other than Low/Moderate Income Housing Benefit: 32 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: \$7,230	Public service activities other than Low/Moderate Income Housing Benefit: 172 Persons Assisted
5	Public Housing	2015	2019	Affordable Housing Public Housing		Affordable Housing and Home Repairs	CDBG: \$169,000	Rental units rehabilitated: 50 Household Housing Unit
6	Home Repairs	2015	2019	Affordable Housing	Communitywide	Affordable Housing and Home Repairs	CDBG: \$100,702.60	Homeowner Housing Rehabilitated: 10 Household Housing Unit
7	Homeless Prevention/Emergency Shelter	2015	2019	Affordable Housing Homeless	Communitywide	Transitional Housing & Domestic Violence Shelters Local Emergency Homeless Housing	CDBG: \$23,300	Other: 55 Other

Table 6 – Goals Summary

## Goal Descriptions

1	<b>Goal Name</b>	CDBG Program Planning/Administration
	<b>Goal Description</b>	Various activities and associated expenses for the general administration of the CDBG program, including staff time, advertising, staff training, and planning activities as allowed by HUD regulations. Lee's Summit Housing Authority desires to utilize CDBG grant combined with the agency's funds to support a development specialist to advance its strategic plan goals of increasing affordable housing in Lee's Summit.
2	<b>Goal Name</b>	Services for Victims of Domestic Violence
	<b>Goal Description</b>	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	<b>Goal Name</b>	Emergency Needs of LMI Persons/Families
	<b>Goal Description</b>	Coldwater of Lee's Summit provides free snack lunches in backpacks to local elementary school children who are chronically hungry for weekends.
4	<b>Goal Name</b>	Services for Mental Health and Substance Abuse
	<b>Goal Description</b>	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	<b>Goal Name</b>	Public Housing
	<b>Goal Description</b>	Provide assistance to Lee's Summit Housing Authority for Phase II of its bathroom rehab project at its Duncan Estates public housing complex.
6	<b>Goal Name</b>	Home Repairs
	<b>Goal Description</b>	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	<b>Goal Name</b>	Homeless Prevention/Emergency Shelter
	<b>Goal Description</b>	Hillcrest Transitional Housing provides short-term shelter for families that experience homelessness. Supportive services are provided to help these families to get on their feet by learning basic life skills and financial management skills and helping them find employment and permanent residence.

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## 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 monitors and makes necessary adjustment to the level of funding for its minor home repair program and first time homebuyer program. 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	CDBG Administration
2	Coldwater BackSnack Program
3	Hope House Children's Therapy Services
4	ReDiscover Case Management
5	Hillcrest Transitional Housing Case Manager
6	Lee's Summit Housing Authority Development Specialist
7	Lee's Summit Housing Authority Duncan Estates Bathroom Rehab Phase II
8	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**

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1	<b>Project Name</b>	CDBG Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	CDBG Program Planning/Administration
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG: \$40,000
	<b>Description</b>	Activities directly associated with administration of the CDBG program.
	<b>Target Date</b>	12/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	220 SE Green St. City Hall
	<b>Planned Activities</b>	City activities associated with administering the CDBG program.
2	<b>Project Name</b>	Coldwater BackSnack Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Emergency Needs of LMI Persons/Families
	<b>Needs Addressed</b>	Urgent Needs of LMI Persons and Families
	<b>Funding</b>	CDBG: \$8,000
	<b>Description</b>	Working with Harvesters to provide free weekend snack lunches in backpacks to elementary school chronically hungry children of the Lee's Summit R-7 School District.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that the BackSnack program will benefit 258 children and the CDBG portion of the funding will benefit about 26 for the entire school year.
	<b>Location Description</b>	Coldwater will deliver backpacks to the schools located in Lee's Summit.
	<b>Planned Activities</b>	Coldwater works with Harvesters and the Lee's Summit R-7 School District to provide free snack lunches in backpacks for weekend meals to school children who are chronically hungry.
	<b>Project Name</b>	Hope House Children's Therapy Services

3	<b>Target Area</b>	Communitywide
	<b>Goals Supported</b>	Services for Victims of Domestic Violence
	<b>Needs Addressed</b>	Transitional Housing & Domestic Violence Shelters
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	Therapy sessions provided at Hope House for children experiencing domestic violence.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The agency estimates that 130 children will benefit from this program.
	<b>Location Description</b>	At Hope House facility in Lee's Summit. Address is confidential.
	<b>Planned Activities</b>	The agency provides counseling sessions to children and family members focusing on issues relevant to children who are exposed to domestic violence.
4	<b>Project Name</b>	ReDiscover Case Management
	<b>Target Area</b>	Old Town Area
	<b>Goals Supported</b>	Services for Mental Health and Substance Abuse
	<b>Needs Addressed</b>	Mental Health/Substance Abuse Assistance
	<b>Funding</b>	CDBG: \$7,230
	<b>Description</b>	ReDiscover works with the Lee's Summit R-7 School District and provides mental health counseling at Lee's Summit Elementary School for at-risk children. The counseling focuses on behavioral health, health, violence prevention, academic achievement, housing or other related risks.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The agency estimates that this counseling program will benefit 215 children.
	<b>Location Description</b>	Lee's Summit Elementary in downtown Lee's Summit.
	<b>Planned Activities</b>	Case manager working with the school providing counseling to the students who are identified as at-risk children.
	<b>Project Name</b>	Hillcrest Transitional Housing Case Manager

5	<b>Target Area</b>	Communitywide
	<b>Goals Supported</b>	Homeless Prevention/Emergency Shelter
	<b>Needs Addressed</b>	Transitional Housing & Domestic Violence Shelters Employment Assistance to LMI
	<b>Funding</b>	CDBG: \$23,300
	<b>Description</b>	Hillcrest Transitional Housing provides transitional shelters in Lee's Summit and a part of the service is to provide case management counseling sessions to help client families that experience homelessness to get on their feet and get employed and move to a permanent residence.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The agency estimates that the case management will help about 190 persons, of which about 55 will benefit from CDBG assistance.
	<b>Location Description</b>	Hillcrest will provide case management at its Lee's Summit location addressed 501 SW Mission Rd, Lee's Summit, MO 64063.
<b>Planned Activities</b>	The Case Manager will provide one-on-one case management counseling to client families residing at the shelter.	
6	<b>Project Name</b>	Lee's Summit Housing Authority Development Specialist
	<b>Target Area</b>	Communitywide
	<b>Goals Supported</b>	Public Housing CDBG Program Planning/Administration
	<b>Needs Addressed</b>	Affordable Housing and Home Repairs
	<b>Funding</b>	CDBG: \$38,000
	<b>Description</b>	Lee's Summit Housing Authority will hire a Development Specialist to work on advancing its strategic plan goals of expanding affordable housing in Lee's Summit. CDBG assistance will help the agency cover part of the cost of salary and benefit of this staff person.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	No persons or families will benefit directly from work by the Development Specialist. Activities carried out by the person will provide needed professional services with planning, communication and implementation of the agency's affordable housing development goals.

	<b>Location Description</b>	Development Specialist will work at Lee's Summit Housing Authority's office location at 111 SE Grand Ave.
	<b>Planned Activities</b>	Conducting professional services associated with planning, communication and implementation of the agency's affordable housing development goals.
7	<b>Project Name</b>	Lee's Summit Housing Authority Duncan Estates Bathroom Rehab Phase II
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Housing
	<b>Needs Addressed</b>	Affordable Housing and Home Repairs
	<b>Funding</b>	CDBG: \$169,000
	<b>Description</b>	Combining the agency's own capital funds and CDBG funds, Lee's Summit Housing Authority is scheduled to complete Phase II of its bathroom rehab project at Duncan Estates.
	<b>Target Date</b>	12/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The bathroom rehab Phase II is planned to renovate 33 residential unit bathrooms at Duncan Estates.
	<b>Location Description</b>	Duncan Estates public housing complex immediately south of US 50 between Ward Rd and M-291.
	<b>Planned Activities</b>	Rehabbing 33 residential unit bathrooms at Duncan Estates, a public housing complex in Lee's Summit.
8	<b>Project Name</b>	Minor Home Repair Program
	<b>Target Area</b>	Communitywide
	<b>Goals Supported</b>	Home Repairs
	<b>Needs Addressed</b>	Affordable Housing and Home Repairs
	<b>Funding</b>	CDBG: \$100,702.60
	<b>Description</b>	The City's Minor Home Repair program provides up to \$10,000 CDBG grant to qualified homeowners for needed exterior home repairs and/or up to \$3,000 for needed private sanitary sewer repairs.
	<b>Target Date</b>	12/31/2020

<b>Estimate the number and type of families that will benefit from the proposed activities</b>	10
<b>Location Description</b>	Varies dependent on final selection of qualified repairs.
<b>Planned Activities</b>	Grant funds are provided to qualified owner-occupied homeowners for needed exterior repairs to their homes and sanitary sewer improvements.

## **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**

<b>Target Area</b>	<b>Percentage of Funds</b>
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 due to the nature of their programs.

### **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 or areas adjacent to the this part of the city.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

For the 2019-20 Action Plan, the City anticipates supporting the Lee's Summit Housing Authority and the City's Minor Home Repair Program at levels specified in the projects section of the plan. This means that the City expects to benefit approximately 43 households through the LSHA's bathroom rehab program at Duncan Estates and 10 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. In addition, funds are also provided for Lee's Summit Housing Authority to hire a Development Specialist to focus work on planning, communication and implementation of the agency's strategic plan affordable housing development goals.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	0
Non-Homeless	43
Special-Needs	0
Total	43

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

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	43
Acquisition of Existing Units	0
Total	43

**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 2019-20, 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 and this year, it will continue to

implement these actions:

- 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
- 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
- Collaborate with the Lee's Summit Economic Development Council
- Employ effective management and maintenance policies

### **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 though a monthly news-letter 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 2019-20 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.

### **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**

Homeless shelter services are provided by the CoC of the Greater Kansas City region and Hillcrest Transitional Housing operates 18 shelter units in Lee's Summit. 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, and Coldwater. In addition, CDBG funding is provided to Hillcrest Transitional Housing to provide case management counseling services to its Lee's Summit client families. 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, the regional CoC that covers Lee's Summit.

- **Emergency Shelters & Services**—Currently, Lee’s Summit does not provide permanent shelters for chronic homeless. Hillcrest Transitional Housing, a part of the CoC, provides 18 transitional

housing units in Lee's Summit currently. CDBG funds are provided to the agency in support of its case management service to their client residents. Shelters and services in the network of the CoC provide coverage for the region including Lee's Summit. In Lee's Summit, emergency shelters are also available for domestic violence victims and their children and people with mental health issues.

- 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 2019-20.
- 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 2019-20 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 2019-20 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.

In 2018, the City started its Analysis of Impediments to Fair Housing Choice (AI) project. Up to the date of this action plan, the City has conducted the required public awareness, public consultation process, data gathering, citizen engagement, research and analysis. Once completed later in 2019, the City will have a better understanding of the existing and potential impediments to fair housing choice and implement new strategies to address those impediments.

### **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**

The City is currently in the process of completing its Analysis of Impediments to Fair Housing Choice. Once completed later this year, it will provide a foundation for the City to implement new policies and plan actions to address barriers that exist. In the meantime, each year, the City utilizes CDBG funds to support local programs and projects, all of which have positive effect of helping to ease or eliminate barriers.

### **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. In 2019, the City will start working on its next 5-year Consolidated Plan. This will provide another opportunity to strengthen coordination of services.

### **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 continues to promote economic development to improve the economic health of the community and its citizens 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. **2019-20**

### **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. This year, the City is conducting another round of its strategic planning that involves extensive public involvement to help the City identify priority needs of this community and strategies to meet those needs. This process will certainly help to further strengthen the effort of a community working together to tackle community issues.

### **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
<b>Total Program Income:</b>	<b>0</b>

#### 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%