



## The City of Lee's Summit

### Final Agenda

#### Community and Economic Development Committee

Wednesday, November 13, 2019

4:00 PM

City Council Chambers

City Hall

220 SE Green Street

Lee's Summit, MO 64063

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1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Public Comments
5. Business
  - A. [2019-3074](#) Approval of the September 11, 2019 Community and Economic Development Committee minutes.
  - B. [2019-3081](#) Discussion: Kiosks for commercial parking lots.  
**Presenter:** Josh Johnson, AICP, Assistant Director- Development Services
  - C. [2019-3118](#) Public Hearing: City of Lee's Summit 2020-2024 Consolidated Plan (Draft) of the Community Development Block Grant Program  
**Presenter:** Heping Zhan, Assistant Director of Planning and Special Projects  
Amy Hugunin, Administration Manager  
Ryan Elam, Director of Development Services
  - D. [2019-3125](#) Discussion on alternative approaches to the Minor Home Repair Program  
**Presenter:** Christina Leaky, President/CEO, Truman Heritage Habitat for Humanity  
Ryan Elam, Director of Planning Services  
Heping Zhan, Assistant Director of Planning and Special Projects
  - E. [TMP-1416](#) An Ordinance amending Chapter 19 Parks and Recreation of the Code of Ordinances of the City of Lee's Summit dealing generally with removing references to the Beautification Commission and Tree Board, incorporating new definitions and modifying existing definitions, and amending language related to curfew in parks and as well as language regarding the prohibition of animals at the municipal pool.  
**Presenter:** Jackie McCormick Heanue, Superintendent of Legal Services and Human Resources

- F. [2019-3067](#) City Support for Amendments to the Missouri Community Improvement District (CID) Act Regarding Location of CID-Funded Public Improvements.

**Presenter:** David Bushek, Chief Counsel of Economic Development and Planning

- G. [2019-3082](#) Discussion - City Hall Parking Garage Lighting

**Presenter:** Ryan A. Elam, Director of Development Services

- H. [2019-3079](#) Status update on 4th & Main Street City downtown parking lot

**Presenter:** Mark Dunning, Assistant City Manager

6. Roundtable

7. Adjournment

For your convenience, City Council agendas, as well as videos of City Council and Council Committee meetings, may be viewed on the City's Legislative Information Center website at "lsmo.legistar.com"

## Packet Information

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**File #:** 2019-3074, **Version:** 1

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Approval of the September 11, 2019 Community and Economic Development Committee minutes.

**The City of Lee's Summit**  
**Action Letter**  
**Community and Economic Development Committee**

Wednesday, September 11, 2019

4:00 PM

City Council Chambers

City Hall

220 SE Green Street

Lee's Summit, MO 64063

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1. Call to Order

2. Roll Call

**Present:** 4 - Chairperson Diane Forte  
Vice Chair Fred DeMoro  
Councilmember Craig Faith  
Donnie Funk

**Absent:** 1 - Councilmember Beto Lopez

3. Approval of Agenda

**A motion was made by Committee Member Faith, seconded by Vice Chair DeMoro, to approve the agenda. The motion carried unanimously.**

4. Approval of Action Letter

- A. [2019-3022](#) Approval of the August 14, 2019 Community and Economic Development Committee Action Letter.

**A motion was made by Vice Chair DeMoro seconded by Committee Member Faith, to approve the August 14, 2019 Action Letter. The motion carried unanimously.**

5. Public Comments

Lisa Norris, 1301 NE Oakwood Dr., Lee's Summit, stated she and her husband, Chris, own C & L Ice in Pleasant Hill, Missouri, and want to expand their filtered water and ice machines business to Lee's Summit. However, there is an ordinance restriction on outdoor vending in Lee's Summit. She explained their ice machines are unique in that they are standalone 350 sq. ft. buildings with an ice maker on top and everything else is housed inside the building. Other types of vending machines are plugged into another building. She provided photos to staff. They would like to get a special use permit or other ordinance change to allow for their ice machines in the city. They were directed to come to the Community and Economic Development Committee (CEDC) to explain their concept and to see if the committee thought there was merit to their request.

There was consensus from the committee to direct staff to provide additional information and explore the feasibility of a UDO amendment or other options for this request.

6. Business

- A. [2019-3019](#) International City/County Manager Association (ICMA), Department of Defense, and City of Lee's Summit Leadership Program - Dr. Robert Daniel Wallace, Chief

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#### - Plans, Analysis and Integration Office, United States Army Garrison, Fort Wainwright, Alaska

Mr. "Danny" Wallace explained the purpose of the cooperative leadership program with ICMA and the Dept. of Defense is to share information. He is the Lead Strategic Planner for the US Army Garrison and works for an Army Colonel who is the "unelected Mayor" for the garrison. Fort Wainwright is located in central Alaska and has a wide range of weather conditions and unique challenges. He added their "council" is comprised of tax payers and the representatives of Congress.

Fort Wainwright supports whatever the Department of Defense deems as necessary to ensure their soldiers are ready for any type of emergency. The US Army Garrison provides, life, health and safety services for about 25,000 citizens on the post (soldiers and their families), but they are also linked to a local community off post. They share many of the same responsibilities and operations as our city. While in Lee's Summit Mr. Wallace met with both the city's Police and Fire Depts. and was impressed with the systematic approach they used in their accreditation processes. He noticed many similarities between Lee's Summit and Fort Wainwright. Finally, he appreciated the opportunity to participate in the program and visit Lee's Summit.

In answer to Vice Chair DeMoro's question, Fort Wainwright is funded by the federal income tax through appropriations from Congress to the Dept. of Defense and to the U.S. Army. However, some services must pay for themselves such as the golf course and ski hill. Their police and fire services are fully funded by the federal government. They go through a similar budget process as Lee's Summit.

Committee Member Faith asked about water main breaks in the extreme Alaskan temperatures. Mr. Wallace replied they too have water main breaks, but they also use extra insulation in the homes and business to minimize the number of breaks.

Mr. Wallace added the Dept. of Defense emphasizes cooperation with local communities and they use several mutual aid agreements between the base and the community to provide many services.

#### B. [2019-3023](#) Review of Residential Preliminary Development Plan Process

Mr. Johnson walked the committee through the process for Preliminary Development Plans (PDP) after they are approved by the City Council. He noted sometimes a PDP is approved with certain design conditions, such as elevations, etc.

After Council approval, staff (engineering, planning and fire) reviews the plans architecture (for both commercial and residential projects) during the Final Development Plan (FDP) phase. At this step, the planners verify the plan matches what the City Council has approved.

However, the UDO allows for both minor and substantial changes on PDP's. If there is a substantial change, the plan has to go back through the public hearing process or the applicant needs to change their design to match more closely what the Council approved.

After the FDP approval, the next step is building permits where staff checks for more detailed items such as if the landscaping is installed properly, or if the proper screening items are in place, etc.

Residential applications are different in that if there is a modification in the plan, it is not checked until the building permit comes through the department. Staff implemented a process about nine months ago for applications that don't have an R1 Zoning to be routed through the Planning Department so they may check for conformance on approved elevations.

PDP's are good for 24 months and can be granted a one-year extension from the City Council. The Final Development Plan (FDP) locks in the PDP. This applies to both commercial and residential plans.

Councilmember Faith asked who decides the threshold of change in the plans. Mr. Ryan Elam, Director of Development Services, responded there is language in the UDO to help clarify a minor change or a major change based on a 25% threshold. For example, if a building size is increased 26%, it is considered a major change and would have to go back through the PDP process.

Mr. Johnson added for residential plans, increases in density of more than 10%, changes in architectural style that make the project less compatible with neighboring uses, and decreases of setback of more than 10% are all considered major changes. Minor changes include increases of floor area or increases of building height less than 25%, and reconfiguration of buildings as long as no setbacks are violated and no traffic patterns are altered that

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would have a negative impact on the neighbors. Staff makes sure the overall impact of the project isn't increased where it begins to look like a different project or get different traffic impacts that weren't discussed in the PDP process.

Committee Member Faith questioned the subjectiveness in the process and gave the example of the Yarco Apartment Building project where the final project did not look like what the City Council had approved during the PDP process. He felt it was a major change.

Mr. Johnson clarified the FDP on the Yarco project has not been approved and is still in the process due to City Council and neighboring property owners concerns. Staff asked the developer to work with the neighborhood on the design issues and the project has been stalled for the present time.

Committee Member Faith questioned if the FDP would have been approved by staff had the Council not been notified by constituents that the plan had changed. Mr. Johnson replied the change would not have been considered a major change on its own. However, Mr. Elam added the architectural changes and building compatibility had not yet been addressed at the PDP level.

Committee Chair Forte is concerned Council would not have been aware of the changes had the constituents not voiced their dislike of the project. Going forward, she would like a process in place so these type of changes don't fall through the cracks.

Mr. Elam stated the elevations for this project were never approved. The applicant submitted them and had changed them too much for staff to approve. Therefore the process was working. There is some subjectivity on architectural style of plans. Staff relies on registered architects to help determine if the project does or does not comply.

Committee Chair Forte admitted the Council may need additional training or guidance on PDP's so they will have better questions to ask during Council meetings and not take up as much time from the developer and their legal staff.

Mark Dunning, Assistant City Manager, added the Council should also remember PDP's are preliminary and until the FDP is submitted nothing is final. This process was set up to be accommodating to the community and developers so questions may be asked and changes made before the FDP. This process also saves in project costs and provides a level of assurance the project will work if going forward at this level. He added for commercial projects, a developer may already have some users on board for different sites on the project. However, the user may change if it is a less intensive impact on the project. They try to get as much information and uses on the PDP as possible for Council approval. But again, it may change.

Committee Member Faith expressed it is awkward when Council approves a PDP for a specific use, but then it changes and constituents ask the Council why it changed. He asked if there is merit to the City Council seeing the FDP after it is approved. What do other communities do?

Mr. Elam said it's mixed for other communities. Some require a two-step process for public hearings, some require more information on the PDP and then don't require a FDP, while others only require a portion of the project go through the Planning Commission. Staff has been tossing around different ideas. There are multiple options that can be used. Timing is everything and everything must align correctly to complete the project. Staff's goal is to shorten the process time and provide more certainty for high risk developments.

Committee Member Faith agreed the City needs to be respectful to the community, the developers and their costs.

Commissioner Funk added the public needs to be educated on the public hearing process at the Planning Commission level as well and understand the plan is still preliminary.

Committee Member DeMoro stated the City has more public hearings than other area communities and there is a lot of change going on in between the different public hearings for a specific project. He agreed there is room for change.

Committee Chair Forte suggested staff look at different ideas to make the process better and bring it to the CEDC after the first of the year for discussion.

#### C. [2019-3024](#) Quality Housing Program Discussion

Mr. Harper provided the background and history on the topic of mandatory rental inspections which evolved into a Quality Housing Program (QHP).

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The first step was to update the City codes to the 2018 International Property Maintenance Code which have been in effect since April 2019.

Their next step is discussion/feedback of the program and then to implement the program.

Goals of the QHP include improve safety and maintenance of all housing, encourage rather than enforce compliance, and garner community outreach and engagement.

He reviewed the current code enforcement process which is reactionary and occurs after a complaint has been filed about a possible violation.

The QHP is designed to prevent violations by education/outreach with the public, land owners, etc., create a certification program and provide voluntary inspection services.

The education/outreach will target groups such as HOA's, churches, other community groups through various methods and the information will be updated and developed based on time of year and effectiveness and evaluations.

The voluntary inspections will be owner/occupant requests to look for possible code violations and will offer suggestions to prevent future violations. The inspector will also check basic safety devices. The citizen will receive a document with the findings of the inspection. If the property passes inspection, a certificate will be issued and the property certified for two years. However, if there is a violation, (unless it is egregious) staff will not open a case, rather the property owner will be notified to remedy and another inspection will be given.

Most of this program can be implemented with existing staff time during the pilot year and will have minor impact on current budget levels.

Vice Chair DeMoro asked if other cities provide voluntary inspections. Mr. Harper stated he's not aware of any cities offering voluntary inspections. KCMO is expanding their rental inspections with a mandatory fee but he does not have the data on the frequency of the inspections.

Vice Chair DeMoro wondered if the City should implement a fee on the inspections and if so, would cover the cost of hiring an additional inspector. Mr. Harper agreed it would.

Mr. Elam stated staff looked at what the least negative impact on the community would be should they switch to a mandatory fee from voluntary inspections. Fees would be based on data on the number of inspections and the length of time for the inspections.

Mr. Elam added the most proactive measure would be the education/outreach aspect of the program. The certification process may also increase participation in the program as new residents become aware of the program. He also stated staff plans to create a marketing plan (with the assistance from the Creative Services Department) for the program and present it to the full City Council in October.

Committee Member Faith asked what criteria is being used for the program and if public safety personnel will be involved. He also suggested publishing a check list so people may do their own inspection prior to requesting an inspection from the city.

Mr. Harper replied they are still researching but plan to use the top five code violations as criteria and will include both fire and police personnel on safety issues.

In response to Committee Member Faith's question about rental property voluntary inspections, Mr. Elam replied if a property is occupied by a tenant, the tenant has to give permission to enter. However, the owner has to notify the tenant of the inspection. Currently a tenant or an owner may request an inspection.

Planning Commissioner Funk asked what happens if a property inspection fails. He also asked if a landlord with multiple rental locations may advertise their property is certified. Mr. Harper stated there would be no punitive action taken if a property fails inspection, but they would schedule a re-inspection. As for landlords with multiple locations only those locations that passed inspection would receive a certificate and the landlord could advertise that a specific location is certified.

Committee Chair Forte asked how long the pilot program would be in place before becoming mandatory.

Mr. Elam replied staff plans to evaluate the program after a six month and a one-year review.

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Committee Chair Forte agreed this is a natural progression for cities to implement a proactive program however, the City's future budgets may be affected should the program expand past the pilot stage.

D. [2019-3028](#) CDBG 2020-2024 Consolidated Plan Kick-off Discussion

Mr. Elam introduced the staff members who work on the CDBG program and their role.

Mr. Zhan reviewed the current process for the 2020-2024 CDBG Program and explained this is a five-year consolidated plan broken into three components consisting of a strategic plan, implementation and evaluation.

CDBG is an entitlement program designed to meet three national objectives to benefit low-to-moderate income persons, eliminate or prevent blight or slum conditions and address urgent needs. Any programs or activities funded by CDBG must meet one of these objectives.

The consolidated plan has key elements required by every community including a community needs assessments, a market analysis, and a strategic plan and establishing goals.

HUD also has process requirements that include public participation, consultation, research, assessment and analysis. After those requirements are met the next steps include goal setting, identifying resources to achieve goals, drafting a consolidated plan, presenting the plan to the public, a public hearing, adoption and finally submission to HUD.

Mr. Zhan reviewed the timeline for the plan with the kick-off starting in early September, the public participation, research, and drafting the plan taking place in October, followed by public comments and a CEDC public hearing in November with Council adoption in December. The consolidated plan timeline would start in January 2020 and end in May 2020.

Ms. Amy Hugunin, Administration Manager in Development Services, added they plan to use ETC Institute to collect survey information to have statistically valid results for this program.

Committee Member Faith asked where the CDBG money for this program is funded and if it is filtered through the state before it comes to the city. Mr. Zhan replied it is funded through the federal government and comes directly to the city because Lee's Summit is an entitlement community.

Committee Member Faith acknowledged this program goes to residents and organizations that truly need it and while it's hard to quantify it symbolizes good will in the community.

7. Roundtable

Chair Forte thanked Mr. Wallace for visiting Lee's Summit and sharing ideas and experience with the City's staff. She also wished him well on his return to Alaska.

Chair Forte stated the next meeting of the Community and Economic Development Committee will be Wednesday, October 9, 2019 at 4:00 pm.

8. Adjournment

There being no further business, Chairperson Forte adjourned the meeting at 5:57 P.M.

For your convenience, City Council agendas, as well as videos of City Council and Council Committee meetings, may be viewed on the City's Legislative Information Center website at "lsmo.legistar.com"



## Packet Information

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**File #:** 2019-3081, **Version:** 1

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Discussion: Kiosks for commercial parking lots.

### Issue/Request:

A member of the public has requested CEDC consideration if ice/water machine kiosks to be installed in parking lots. Vending machines located in parking lots are prohibited in the UDO. Brief discussion over the kiosk concept occurred at the September 11, 2019 CEDC. The committee instructed staff to create more detailed discussion topics. Photos of example ice machine kiosks are attached to the packet.

Staff has identified the following considerations for the CEDC:

1. Parking and Circulation- Placement of kiosks should not consume required parking or impede any circulation routes. Any site would need excess parking to accommodate one of these businesses. Drive-through style facilities should not be allowed administratively as they have the potential for negative impacts requiring a traffic review.
2. Architecture- Kiosks should match the design of primary structure where they are located and should not remove any required landscaping from a site.
3. Utilities- Review will be required on a case-by-case basis to determine how these facilities are connected to the City's water and sewer systems.
4. Drainage- Staff will need to make sure the placement of kiosks does not impede a designed drainage path.
5. Square footage limits- Usually these smaller structures are approved administratively. At some point, a kiosk could be large enough to have an impact where a public process should be required. The City's standard parking stall size is 9X19 or 171 square feet. The example from Ice House America in the packet would take up two parking spaces. One way to regulate this issue is to limit the ability to approve kiosks administratively based on square footage.

Josh Johnson, AICP, Assistant Director- Development Services

Recommendation: If the committee is comfortable with staff addressing the challenges listed above through a UDO amendment, staff can proceed to the next available Planning Commission meeting.



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ICE

**Twice the ICE**  
ICE HOUSE AMERICA

1105

ICE

\$2.00

**Twice the ICE**  
ICE HOUSE AMERICA

FOR ICE  
COIN RETURN  
UNDER  
COINFEED

16 LB. BAG  
FULL OF ICE  
YOU WILL NOT BELIEVE

FILTERED WATER

16 LB. BAG  
20 LB. BAG

PLEASE  
DO NOT  
LITTER

**FF ICE**  
WHEN BLUE LIGHT IS ON  
LIMIT TWO PER CUSTOMER

**TWICE AS THE ICE**  
**ICE HOUSE AMERICA**  
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FACE RECOGNITION  
SMILE YOU'VE WON THE CAMERA

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HEALTHWISE ICE & WATER  
FILTRATION PROCESS  
ASIA FILTRADA

ICE  
FACE RECOGNITION

**FILTERED WATER**  
ASIA FILTRADA

**ATTENTION**  
FOR YOUR SAFETY  
USE CLEAN CONTAINER

**WHEN ICE BAGS INTO COOLER  
PULL HANDLE FORWARD**

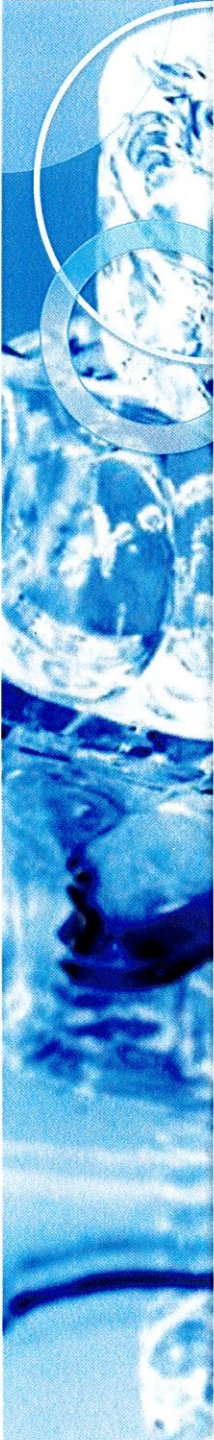
**PLACE COOLER UNDER CHUTE**

**16 LB. BAG FULL OF ICE WILL FALL OUT HERE**

**PLEASE DON'T BE A LITTERBUG**  
MAKE YOUR TRASH WITH YOU

1 2 3 4  
SELECT  
PAY

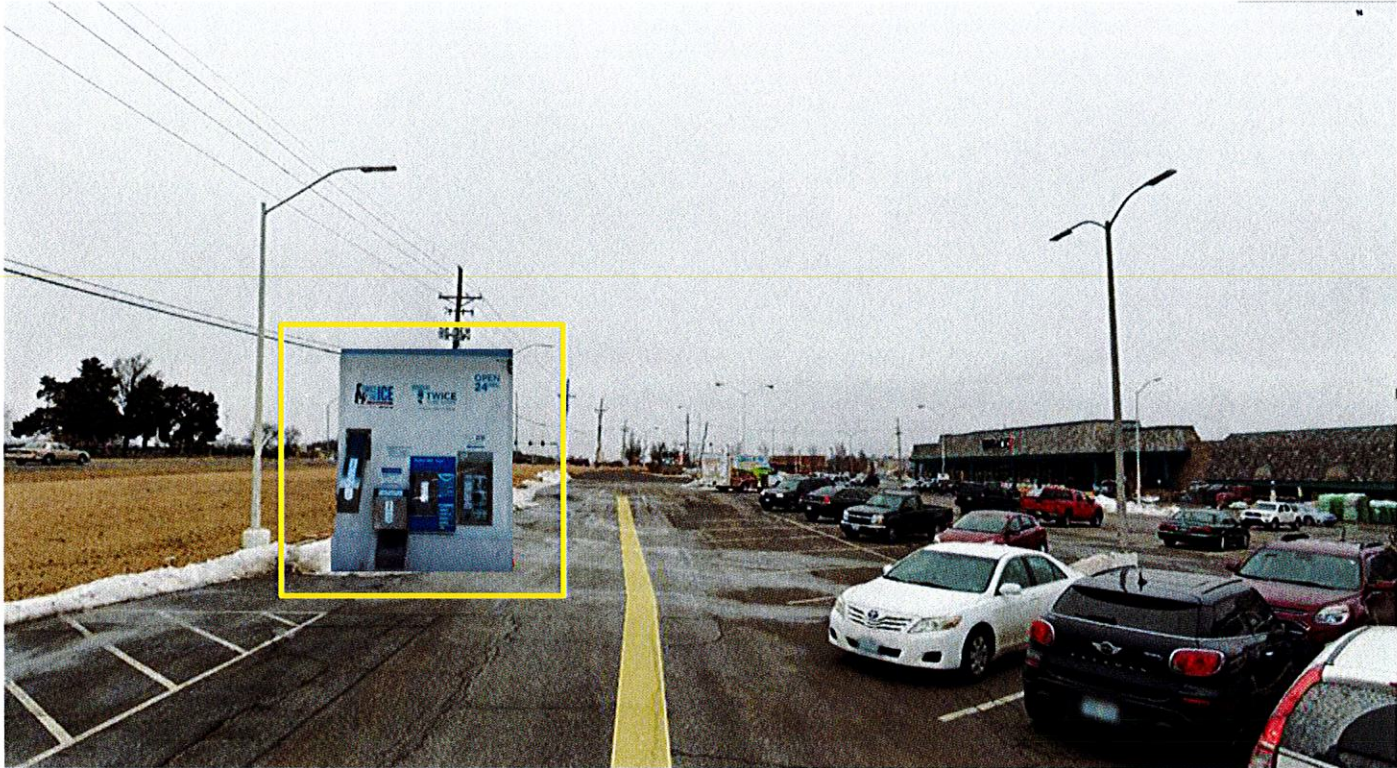
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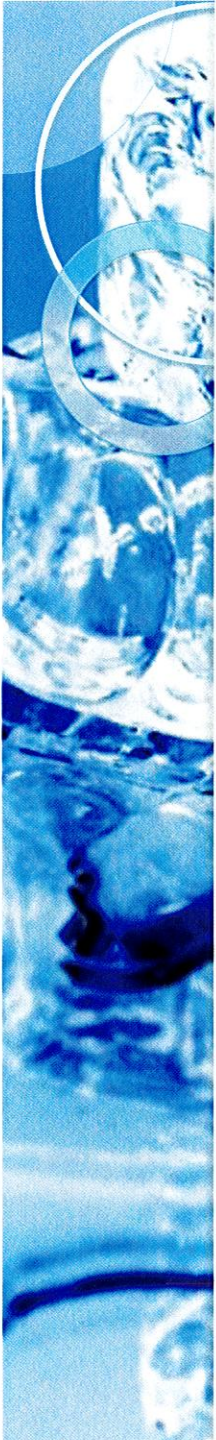


# UNIT PLACEMENT



ICE HOUSE AMERICA





# THE ICE HOUSE



ICE HOUSE AMERICA



## National Classification:

- NAMA Certified (National Automatic Merchandising Association) and approved as a vending machine.
- Meets FDA regulations on food safety
- BBB rating of A+

## Products sold from House:

- Ice Vending (20 lb. bag, and 20 lb. bulk)
- Water Vending (20 Oz, 1, 3 and 5 gal Filtered Water)
- Dimensions: 8' 4" W x 24' D x 10' H (Under 202 sq. ft.)

## Utility Requirements

- Power Requirement: 98A @ 208-240/60/3
- Power Consumption: 300 KWH per 6,500 lbs.
- Water Consumption: 783 Gal. per 6,500 lbs.

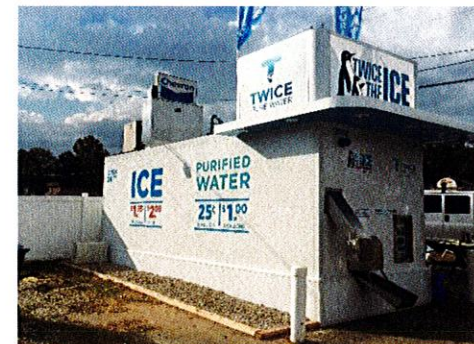
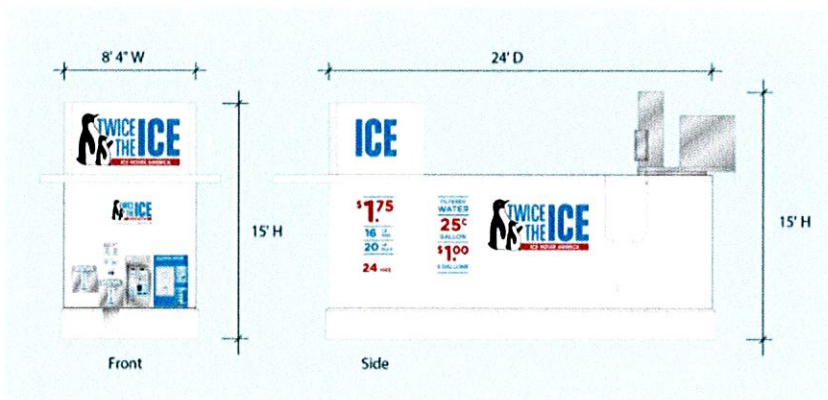




# THE ICE HOUSE



ICE HOUSE AMERICA



## Ice Kiosk Owner Responsibilities:

- Maintain the ice vending machine
- Make sure the site stays clean

## Property Owner Responsibilities

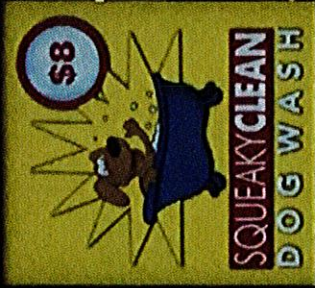
- Provide clear access to the machine
- Provide kiosk owner map of site (possibly utility locations)





CREDIT CARDS ACCEPTED

**\$8**  
**SQUEAKY CLEAN  
DOG WASH**



**10 lbs \$1**  
**ICE!**  
**20 lbs \$2**



24 hour | ICE



**WE SELL  
ICE!**  
10 LB. BAG \$1.00

**WE SELL  
ICE!**  
20 LB. BAG \$2.00



Everything's \$1

Everything's \$1

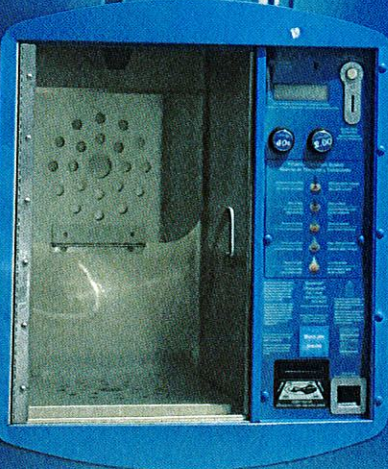
RESERVED  
PARKING



\$50 TO \$300  
FINE

40¢  
Bottle Your Own Water and Save!

Glacier  
Water



water

U.S. PRESS

## Packet Information

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**File #:** 2019-3118, **Version:** 1

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Public Hearing: City of Lee's Summit 2020-2024 Consolidated Plan (Draft) of the Community Development Block Grant Program

Issue/Request:

The draft 2020-2024 Consolidated Plan will be presented for discussion and public input. The Plan identifies priority needs of the community and sets goals and strategies to address those needs in the next five years.

Key Issues:

Presentation and discussion of the draft 2020-2024 Consolidated Plan and the Citizen Participation Plan (Amended) of the CDBG program, as required by the Department of Housing and Urban Development.

Proposed Committee Motion:

I move to recommend to City Council approval, by ordinance, of the 2020-2024 Consolidated Plan of the Community Development Block Grant (CDBG) Program and the Amended Citizen Participation Plan.

Background:

Lee's Summit has been an Entitlement community since 1994, receiving annual allocations of funding from the Community Development Block Grant (CDBG) program through HUD to support local programs and projects benefiting low-to-moderate income persons and households, addressing slum and blight conditions and meeting urgent needs. As a CDBG grantee, the City is required to prepare and adopt a Consolidated Plan (CON PLAN) every 5 years. The CON PLAN is a strategic plan that establishes the foundation for decisions on annual distribution of funding through Annual Action Plans (AP). Through community participation, priority needs are identified and 5-year goals, objectives and strategies to address those needs are developed. Following several months of public consultation, community engagement, and analytical work, the draft plan has been completed.

A Citizen Participation Plan (CPP) is a federally mandated plan that sets forth local policies and procedures to encourage citizen participation in the development of the CON PLAN and AP, as well as subsequent substantial amendments to these plans. Staff revisits the current CPP at the same time the CON PLAN is prepared. The proposed amendment to the 2015 CPP will not affect the content of the plan, except the addition of reference numbers to specific Federal regulations associated with specific policies and procedural requirements written in the CPP.

CDBG regulations require a 30-day public comment period for any CDBG related plans and substantial amendments. For the 2020-2024 CON PLAN and the Amendment to the CPP, a 30-day public comment period is provided between Nov. 8 and Dec. 9.

Impact/Analysis:

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The CDBG program provides annual funding from the federal government to support local affordable housing needs, public service programs, public infrastructure improvements, and community development needs benefiting the low to moderate income population. The CON PLAN recognizes priority needs of the community that can be addressed with program funds from CDBG and establishes goals for accomplishments.

Timeline:

Start: 2020

Finish: 2024

Other Information/Unique Characteristics:

The 2020-2024 CON PLAN covers 5 program years, from July, 2020 to June, 2024. The CPP becomes effective when adopted and remains effective until amended.

Heping Zhan, Assistant Director of Planning and Special Projects

Amy Hugunin, Administration Manager

Ryan Elam, Director of Development Services

Recommendation: Staff recommends that CEDC review the draft 2020-2024 Consolidated Plan and the Amended Citizen Participation Plan draft and approve a committee recommendation for Council adoption by ordinance of these draft plans.

Committee Recommendation: [Enter Committee Recommendation text Here]



**LEE'S SUMMIT**  
MISSOURI

**2020-2024**

# Consolidated Plan

&

**Amended Citizen Participation Plan**

DRAFT



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May 2020

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# Executive Summary

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

### 1. Introduction

Lee's Summit has been an Entitlement Community of the Community Development Block Grant (CDBG) program through the Department of Housing and Urban Development (HUD) since 1994. The CDBG program provides annual federal funding to support local programs to achieve three National Objectives:

- Benefit low-to-moderate income persons,
- Address slum or blight and,
- Meet urgent needs.

Federal regulations require Entitlement Communities to conduct a community strategic planning process every 3-5 years to identify community needs, prioritize those needs and develop strategies to address the needs through the implementation of annual action plans. The Lee's Summit 2020-2024 Con Plan is a resulting document of this process.

The Con Plan process is a communitywide effort where public participation is encouraged. The process began with a community awareness campaign and provided multiple opportunities for public engagement. Community needs were identified and prioritized, strategies were developed, and goals and objectives were established to ensure priority needs of the community are addressed.

Prior to the start of the Con Plan process, the City conducted a community wide strategic plan visioning process as an effort to update its Lee's Summit 360 Strategic Plan. The process included a broad community participation and established seven (7) Critical Success Factors for the next strategic planning cycle. The Lee's Summit IGNiTE, as it is called, provides a vision and foundation for focused efforts in the coming years. During 2018 and 2019, the City conducted its 2019 Analysis of Impediments to Fair Housing Choices through community wide participation. In preparation for the con plan process, the City conducted extensive research and consultation throughout the community. Research through data gathering and analysis provided a meaningful depiction of what challenges the community had to face. Consultation resulted in a better understanding of what is available to the community currently and where the gaps remain.





**LS IGNITE Critical Success Factors**

**2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview**

The goals and objectives established in this Consolidated Plan are a reflection of community values through several community engagement processes, assessment of past successes and lessons learned in meeting community needs, research and analytical work and continuing efforts of the community's housing and public services agencies to improve the quality of life of the residents. The anticipated outcomes will be expanded services for basic needs, expanded and improved public services, improved housing conditions for the low income homeowners, increased public information, better coordination among agencies and organizations, and continuing effort to improve public transportation services.

**3. Evaluation of past performance**

The City, through years of consolidated planning and implementation of action plans of the CDBG program, has been able to understand the most critical needs of the community. The community understands that the CDBG funding is extremely limited and it must make sure funds are spent to have

the most impact. In the 2015-19 Consolidated Plan, 23 community needs were identified and 12 goals established. Through the program year's 2015-18 CDBG expenditure, the majority of the identified goals were accomplished. The City programs (Minor Home Repair and First Time Homebuyer) and services provided by other local and regional non-for-profit organizations utilized CDBG funds successfully to benefit individuals and households in need of affordable housing, home repairs, homeownership, food/clothing, emergency shelter and counseling, mental health and drug abuse counseling, and conflict resolution. Majority of the CDBG sub-recipients spent down funds on a timely basis whereas a small number of programs experienced delays, primarily due to demand change for service.

#### **4. Summary of citizen participation process and consultation process**

The following measures were put in place to ensure citizen participation throughout the Con Plan development. The citizen participation process included the following phases:

- Community Awareness – Social media announcements (including Facebook, Twitter, Nextdoor,) City podcasts, Alexa news briefing, City website, and articles in local newspaper
- Consultation – Consultation process included the following efforts:
- Web-based surveys for the general public were made available from September 18, 2019 to October 18, 2019 which generated 798 responses. Questions focused on housing and community development needs.
- Targeted Surveys – The City utilized ETC Institute, a local market research and survey company, to conduct a targeted survey within low income areas. This survey generated 300 responses from low-moderate income households in Lee's Summit.
- Business Surveys – Web-based surveys for local Mortgage Lenders, Developers and Broadband Providers. These surveys reached approximately 130 companies, and generated 25 responses.
- Open Houses – The City held two public Open House meetings during the planning process. These meetings provided information sharing and an invitation to the public for direct engagement in the process.
- Focus Groups and Meetings – Three Focus Groups were established based on a community interest form. These groups focused on the topics of Public Infrastructure, Housing and Public Services. The groups included citizens, community stakeholders and local public service agencies. The discussions focused on identifying community needs, prioritization of needs, developing strategies and identifying resources
- Consultation Surveys – Surveys were distributed to adjacent city governments, county government and regional planning organization (Mid-America Regional Council). No responses to the survey were received.
- Internal Consultation – Surveys were distributed to City departments to seek input on community needs and future efforts. Feedback received identified public infrastructure improvement needs and constraints of resources.

- Public Hearings – Opportunities for elected officials to hear public input on the draft plan and recommendations.
- Public Review and Comment Period – 30-day public comment period for the general public to review the draft plan and provide comments.

During the Con Plan public participation process, a number of community needs were brought by participants. Community input was assessed and identified needs were carefully prioritized later in the process. The following is a list of community needs mentioned (not in particular order of importance):

1. Sidewalks and curbing in established neighborhoods
2. Connection of neighborhood sidewalks to parks/trails
3. Storm drains in older neighborhoods
4. Long term transitional housing
5. Housing affordability: renters and owners
6. Maintenance of established neighborhoods
7. Rental inspections
8. Home ownership counseling
9. Transportation barriers
10. Accessibility to basic needs and services (food, shelter, clothing)
11. Access to and affordability of mental/behavioral Health 1
12. Street maintenance and additional street lighting on neighborhood streets
13. Access to affordable daycare

Some of the identified needs require further assessment before any actions are planned. The objective of the five-year consolidated plan is to focus on high priority needs and achievable goals in the next five years. However, the plan also serves the function of raising community awareness of issues that may not be able to be addressed during the current consolidated plan cycle.



Social Media Post

We want  
**YOUR**  
input

How should the City invest anticipated federal funding for the Community Development Block Grant over the next **5** years?

**These funds must address one of the following:**

- Low/Moderate Income Persons
- Slum/Blight
- Urgent Needs

Feedback gathered will be used to help determine how the City distributes funding from the U.S. Department of Housing and Urban Development (HUD).

Affordable Housing  
Public Infrastructure  
Public Services  
Neighborhood Improvements  
Home Repair Assistance  
Youth & Elderly Programs  
Broadband

**Please participate in the City's process of developing its consolidated plan by attending one of the following:**

**1**

*Open House*

**Monday, October 21 | 5 - 7 p.m.**  
Water Utilities - Maybrook Conference Room  
1200 SE Hamblen Rd, Lee's Summit, MO

**2**

*Open House*

**Thursday, October 24 | 5 - 7 p.m.**  
City Hall - Strother Conference Room  
220 SE Green Street, Lee's Summit, MO

**CAN'T ATTEND?** Take an online survey: [bit.ly/CDBGsurvey19](https://bit.ly/CDBGsurvey19)

For more information contact Sarah Tilbury.  
816.969.1243 | [Sarah.Tilbury@cityofls.net](mailto:Sarah.Tilbury@cityofls.net)



**Public Open House Poster**

## 5. Summary of public comments

The public was consulted through surveys, focus group meetings and public open houses designed to obtain a glimpse of the public experience and perception as related to housing, living conditions, community services, public infrastructure, employment, economy and so forth. Key concerns coming out of these public comments include:

- Basic human needs (food, clothing and shelter)
- Mental health and substance abuse services
- Domestic violence shelter and services
- Transitional housing for clients following release from public services
- Inadequate affordable childcare
- Accessibility to community centers for persons of limited mobility
- Reinvestment in older and established neighborhoods
- Affordable housing
- Life skills counseling
- Transportation barriers
- Curb/sidewalk replacements

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

Public comments and views were collected through different methods and platforms throughout the con plan process.

- Public surveys seek responses to specific questions with an option for an open ended response
- Focus group meetings included brainstorming sessions and consensus sessions. During brainstorming sessions, a lot of comments and views were expressed
- Public open houses did not generate much input due to extremely low participation

The majority of the public comments focus on needs related to public transportation, sidewalks, affordable housing, property maintenance, affordable childcare, life skill training, job training, etc. There were random comments that represent individual's personal views that do not have a broad public base and do not represent the broad interest and value of the community.

## 7. Summary

The strategic planning process has been a communitywide public process. Through this process, the community recognizes the critical needs that must be addressed within the planning cycle. The most critical needs identified were needs of individuals and families that struggle due to lack of income, employment, abilities to support themselves and their families and services and financial assistance. These needs form the basis for local actions.

The Consolidated Plan highlights the high priority needs of the community and establishes short-term goals to address these needs. The Plan will serve as a guide for actions and funding priorities of annual action plans.

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## The Process

### PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

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

The following are the agencies/entities 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		Development Services

**Table 1 – Responsible Agencies**

#### **Narrative**

The City of Lee's Summit Development Services Department is responsible for the general administration of the Community Development Block Grant program. The CDBG Administrator manages the grant program under the supervision of the department administration manager. The staff team has the responsibility for preparing the Consolidated Plan, Annual Action Plans and Annual Performance Reports.

#### **Consolidated Plan Public Contact Information**

Sarah Tilbury  
 CDBG Administrator  
 Development Services Department  
 City of Lee's Summit  
 Phone: 816.969.1200  
 Sarah.Tilbury@cityofls.net



## **PR-10 Consultation - 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

The City of Lee's Summit Development Services Department coordinates the consultation process for the Community Development Block Grant Program 2020-2024 Con Plan and the subsequent Annual Action Plans and Annual Performance and Evaluation Reports.

The City completed a community wide strategic plan visioning process "Lee's Summit Ignite" recently and identified seven "Critical Success Factors". The strategic plan and the critical success factors are the direct result of a successful public consultation and engagement process and represent a wide range of community values, interests, and desires. The critical success factors provided a solid foundation for development of this consolidated plan. In addition, the City conducted its Analysis of Impediments to Fair Housing Choice (AI) between 2018 and 2019. Public consultation and engagement during the 18-month AI process provided valuable information for the City to identify community needs and set priorities, which helped with the Consolidated Plan development.

In light of the recent community planning and visioning and the AI processes and results, the Con Plan public consultation process was programmed to not duplicate what had already been done but rather to engage the community on focused topics: housing needs, infrastructure needs and public services needs. Methods used include information gathering from a variety of sources ranging from levels of governmental, non-governmental agencies, private businesses and organizations providing services to the community, and the general public and other stakeholders. Prior to the start of the public process, the City initiated a public awareness campaign with the assistance of the City's Creative Services Division via press releases, social media and the City's web site. Public participation events were made available to seek public input. Surveys, public open houses, focus groups, public hearing, and public review and comment period provided opportunities for public engagement throughout the Con Plan process. Surveys were conducted in numerous ways to maximize participation and representation, including online surveys, hard-copy surveys, and direct-mailing, emails, phone calls for targeted surveys. Response rates to these surveys vary. Focus groups were voluntary participation. Public open houses were of low attendance.

Comprehensive research and statistical analysis were conducted as the City prepared its AI. Statistical results and conclusions are used in developing the Consolidated Plan, unless otherwise stated in the plan.

Draft plans were made available for public review and comments. A public hearing was held by the City Council Community and Economic Development Committee (CEDC) on November 13, 2019 to gather additional public input prior to the plan approval by the City Council.

**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)).**

As a part of the recent AI process, the City reached out to public housing agency, transitional housing agency, homebuilders, public and private health, mental health and social service agencies, including state and county level governmental agencies to gather information regarding services to the community and input on future needs of the community in terms of housing, health, mental health and public services. During the Consolidated Planning process, some of these agencies participated in focus group discussions on specific topics and enhancement of coordination between agencies and services was a part of the discussion.

**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 in the service area of the Greater Kansas City Coc, The Greater Kansas City Coalition to End Homelessness (GKCCEH). The CoC is a regional network of various agencies, organizations and volunteers for the cause of ending the homelessness in the region. Agencies belonging to the CoC that have presence and service in Lee's Summit include Hope Housing and ReDiscover Mental Health Services. In addition to periodic contact with the GKCCEH, the City works closely with CoC participating agencies on an annual basis to identify needs and funding gaps.

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

The City of Lee's Summit does not receive or distribute ESG funds. Local service providers and the area CoC participating agencies, such as Hope House and ReDiscover, work directly with the governmental agencies that distribute ESG funds through the CoC for local and regional services.

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

**Table 2 – Agencies, groups, organizations who participated**

1	<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>	Housing Need Assessment Public Housing Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Focus group discussion on housing needs. Identification of need for affordable housing for LMI persons and households and develop strategies to increase affordable housing in the City. Lee's Summit Housing Authority is implementing its strategic plan and is working closely with the City at many levels to meet is goal for additional affordable housing.
2	<b>Agency/Group/Organization</b>	HOPE HOUSE
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in two focus groups with discussions on housing needs and public services needs. Identified needs for services and shelters for domestic violence victims and enhanced coordination between agencies to better serve their clients, such as improvement to the public transportation for clients who do not have own transportation. The agency is a participating regional CoC agency and contributed information and input on CoC services.
3	<b>Agency/Group/Organization</b>	REDISCOVER MENTAL HEALTH
	<b>Agency/Group/Organization Type</b>	Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated focus group discussion on public services needs. ReDiscover provides shelter and counseling services for people with mental health needs. Information and knowledge provided helped with the identification of transportation needs for clients needing various public services. The agency is also a participating agency of the regional CoC and provided information and input on CoC services.
4	<b>Agency/Group/Organization</b>	City Departments
	<b>Agency/Group/Organization Type</b>	Grantee Departments Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Public infrastructure needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Numerous city departments were contacted via interoffice memo to complete a survey identifying community needs/gaps pertaining to public infrastructure and services they provide to the community and recommending strategies for future coordination among departments for improvements.
5	<b>Agency/Group/Organization</b>	Lee's Summit Social Services
	<b>Agency/Group/Organization Type</b>	Social services for persons of low or no income
	<b>What section of the Plan was addressed by Consultation?</b>	Basic needs of persons of low or no income
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in focus group meetings on housing needs. Identification of housing needs for persons and families such as those the agency serves and barriers to meeting those needs. Helped with priority setting and conversation regarding coordination among agencies to address the needs.
6	<b>Agency/Group/Organization</b>	Coldwater
	<b>Agency/Group/Organization Type</b>	Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Non-Homeless Special Needs

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in focus group discussions on public services needs. Identification of the basic needs of the low or no income persons and families, such as food, clothing, housing, accessibility to services and coordination of agencies to improve accessibility.
7	<b>Agency/Group/Organization</b>	Lee's Summit Cares
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in focus group discussions on public services needs. Helped identify needs and caps for youth services ranging from substance abuse to prevention of bullying to mental health and wellbeing.
8	<b>Agency/Group/Organization</b>	Mid America Regional Council
	<b>Agency/Group/Organization Type</b>	Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency was consulted regarding the regions Hazardous Mitigation Plan. The City works closely with this agency and participates in the Regional Hazardous Mitigation Plan. This Plan contains new information about the tools or capabilities available to communities as they work toward mitigating hazards.

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

During the City's strategic plan visioning process and AI process, a wide range of agency types were invited to the consultation and engagement process. During the development of the Consolidated Plan, in addition to the above listed agency types, the City tried to seek consultation with other public and private agencies, such as neighboring city governments, county governments, regional planning organization, with limited responses and participation. Regional CoC consultation was limited to local participating agencies in the CoC network. There was no intention of excluding certain agency types for consultation. On broadband needs, several broadband/internet service providers were contacted for consultation with low responses. However, service providers and programs working with local public school district did provide information.

**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	Greater Kansas City Coalition to End Homelessness	Implementing local strategies to assist CoC participating agencies in addressing local and regional needs.
Lee's Summit Ignite Strategic Plan	City of Lee's Summit	The Consolidated Plan goals are intended to advance the "Critical Success Factors" established in the Lee's Summit ignite Strategic Plan.
Analysis of Impediments to Fair Housing Choice	City of Lee's Summit	The Consolidated Plan goals are intended to address needs identified in the AI.
Regional Hazard Mitigation Plan	Mid America Regional Council	Implementing regional strategies to address both local and regional needs.

**Table 3 – Other local / regional / federal planning efforts**

**Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))**

Lee's Summit is an active participants in regional cooperation and coordination efforts and programs for advancing regional goals in areas related to transportation, public infrastructure improvements, growth patterns, economic growth, senior services, historic preservation, homelessness, public safety, mobility, etc. Mid-America Regional Council, a regional planning and coordinating organization, provides direct linkages for regional participation and coordination on a wide range of regional issues. During the Consolidated Plan process, neighboring city governments, county government agencies and Mid-America Regional Council were contacted to complete a survey.

**Narrative (optional):**

## **PR-15 Citizen Participation**

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

The following measures were taken to encourage citizen participation:

- Public awareness
- Dissemination of public information
- Open houses (2)
- Public and targeted surveys
- Public focus group meetings (three groups of two meetings each)
- Web-based outreach through various methods of social media
- Public Review and Comments

To ensure better coverage and representation across all spectrums of the population, the City made an effort to utilize as many outreach methods as financially feasible to reach the public. They include social media outlets such as Facebook, Twitter and Nextdoor, the City website, community publications, newspaper advertisements and articles, direct e-mails and direct mailing, online and paper surveys and help from local service agencies.

Using a Community Interest form, the City formed volunteer Focus Groups compiled of citizens, local non-profit housing leaders and public service agency representatives. During these discussions, community needs were identified and prioritized. The groups worked together to identify resources and devise short-term and long-term strategies to address the priority needs. The resulting recommendations laid a solid foundation for setting goals. Additionally, information collected from the public through surveys also played an important role in recognizing the community needs and establishing community goals. Public meetings and public hearings provided added opportunities for the public to contribute to the discussion of community needs and focus.

**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	Focus Group Meetings	Non-targeted/broad community	3 groups: attended by local citizens, local service agencies and community stakeholders.	Identified and established top priorities in areas of housing, infrastructure and public service needs. Discussed leverage options and community groups that could help support these goals.	N/A	
2	Public Open House (1 of 2)	Non-targeted/broad community	extremely low attendance	N/A	N/A	
3	Public Open House (2 of 2)	Non-targeted/broad community	Low attendance	N/A	N/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)
4	Public Surveys (2) Online	Non-targeted/broad community  Developers and Mortgage Lenders	Over 800 responses received.	Survey results indicated top priorities of Sidewalk/Street Improvements, Housing for Seniors and Veterans and Job Training for LMI.		
5	Targeted Public Survey through Direct Mailing	Low-Mod Income Residents	300 responses were received from low-income residents	The survey results indicated that the top priority focus areas for utilizing CDBG funds over the next five years are 1) Public Infrastructure, 2) Public Services, and 3) Housing.		
6	Internet Outreach	Non-targeted/broad community	Public awareness/information only.	N/A	N/A	

**Table 4 – Citizen Participation Outreach**

# Needs Assessment

## NA-05 Overview

### Needs Assessment Overview

The Needs Assessment is a process for the community and stakeholders to identify housing needs, homeless needs, non-housing special needs, public services, broadband needs, and community development needs. Housing needs are determined by numerous factors such as the availability, affordability, and conditions of housing, as well as the challenges associated with housing occupancy or overcrowding. Homeless housing needs are essentially assessed at regional levels in non-central city environment, as discussed elsewhere in this report regarding the regional CoC. Non-housing needs largely focused on public services for low-to-moderate income (LMI) persons and persons with special needs, public facility and infrastructure improvement needs to provide better services to LMI persons and areas, and economic development needs.

For this Con Plan, a needs assessment was accomplished through multiple recent planning and analysis efforts, including the Lee's Summit Strategic Plan "Lee's Summit Ignite" and Analysis of Impediments (AI) to Fair Housing Choice as well as the Con Plan progress. When the AI was conducted, extensive analytical work and the public input process were completed, and that information is incorporated into this Con Plan. The City also hired an outside surveying company, ETC Institute, to administer a targeted needs assessment survey to ensure input was received from low to moderate-income households.

## NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

### Summary of Housing Needs

In a business world, it is important to understand the supply and demand. The same holds true for housing. While housing needs can be examined in a wide range of categories, it is essentially a function of supply and demand. The supply includes existing housing stock in a community and the new construction as an addition to the community's housing stock. Furthermore, other aspects of the supply can be equally important, such as the condition, size, location, style, distance to services, and price. The demand can be seen as the desire or need for housing of a certain type, size, location, and price, to name a few. So assessing the balance of supply and demand for housing for a given community is not simply a matter of comparing the two in terms of total numbers. It is more of a match for a housing type of certain characteristics.

On the broadest level, assessment of housing needs should include analysis of housing costs and household income levels, analysis of diversity of housing and local demographics, etc. When considering only housing costs and household income levels, a total 29% of the households in Lee's Summit are low to moderate income, according to the 2011-15 CHAS data presented in Table 6. Approximately 60% of all households with at least one person age 75 or older are low to moderate income households. These households bear the greatest housing cost burdens. Housing cost burden is particularly serious for the extremely low income segment of the households (households earning between 0% and 30% HAMFI). Data also suggests that households with small children also bear heavier burdens than households without young children or senior adults.

Based on the statistics, the current housing stock and new housing market do not provide sufficient affordable housing for LMI households.

Demographics	Base Year: 2009	Most Recent Year: 2015	% Change
Population	91,364	93,620	2%
Households	29,336	34,055	16%
Median Income	\$74,605.00	\$78,377.00	5%

**Table 5 - Housing Needs Assessment Demographics**

**Data Source:** 2005-2009 ACS (Base Year), 2011-2015 ACS (Most Recent Year)

### Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	2,710	2,530	4,700	3,785	20,330

	<b>0-30% HAMFI</b>	<b>&gt;30-50% HAMFI</b>	<b>&gt;50-80% HAMFI</b>	<b>&gt;80-100% HAMFI</b>	<b>&gt;100% HAMFI</b>
Small Family Households	915	825	1,600	1,555	12,340
Large Family Households	150	35	455	450	2,085
Household contains at least one person 62-74 years of age	350	495	970	750	3,785
Household contains at least one person age 75 or older	580	655	930	510	930
Households with one or more children 6 years old or younger	500	415	720	780	3,225

**Table 6 - Total Households Table**

**Data** 2011-2015 CHAS  
**Source:**

DRAFT

## Housing Needs Summary Tables

### 1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>										
Substandard Housing - Lacking complete plumbing or kitchen facilities	70	15	95	15	195	15	0	30	0	45
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	25	25	65	0	115	0	0	0	0	0
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	75	10	65	55	205	0	15	4	4	23
Housing cost burden greater than 50% of income (and none of the above problems)	1,230	400	135	90	1,855	615	545	425	145	1,730

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Housing cost burden greater than 30% of income (and none of the above problems)	140	650	650	120	1,560	100	420	1,195	580	2,295
Zero/negative Income (and none of the above problems)	170	0	0	0	170	70	0	0	0	70

**Table 7 – Housing Problems Table**

Data 2011-2015 CHAS  
Source:

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>										
Having 1 or more of four housing problems	1,400	455	360	160	2,375	630	565	460	150	1,805
Having none of four housing problems	295	810	1,385	985	3,475	140	705	2,500	2,490	5,835
Household has negative income, but none of the other housing problems	170	0	0	0	170	70	0	0	0	70

**Table 8 – Housing Problems 2**

Data 2011-2015 CHAS  
Source:

### 3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	540	375	259	1,174	200	370	730	1,300
Large Related	125	0	75	200	25	15	180	220
Elderly	405	425	405	1,235	345	420	484	1,249
Other	450	300	135	885	145	170	260	575
Total need by income	1,520	1,100	874	3,494	715	975	1,654	3,344

**Table 9 – Cost Burden > 30%**

Data 2011-2015 CHAS  
Source:

### 4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	500	40	4	544	190	265	125	580
Large Related	125	0	0	125	25	15	40	80
Elderly	390	295	185	870	290	155	204	649
Other	340	80	0	420	110	115	85	310
Total need by income	1,355	415	189	1,959	615	550	454	1,619

**Table 10 – Cost Burden > 50%**

Data 2011-2015 CHAS  
Source:

### 5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	100	10	120	55	285	0	0	0	0	0

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Multiple, unrelated family households	0	0	10	0	10	0	15	4	4	23
Other, non-family households	0	25	0	0	25	0	0	0	0	0
Total need by income	100	35	130	55	320	0	15	4	4	23

**Table 11 – Crowding Information – 1/2**

Data 2011-2015 CHAS  
Source:

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present	0	0	0	0	0	0	0	0

**Table 12 – Crowding Information – 2/2**

Data Source  
Comments:

**Describe the number and type of single person households in need of housing assistance.**

There is no data available for this analysis.

**Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.**

While a lack of local data makes it difficult to assess, based on the number of people housed and on the wait list of Hope House, the community domestic violence shelter, there are as few as 100 individuals, and as many as 2,500 that are in need of housing assistance for victims of domestic violence, dating violence, sexual assault, or stalking. These numbers are based on information provided by Hope House and may include individuals from outside of the Lee’s Summit area.

For those individuals in Lee’s Summit that are classified as disabled, there is also little data. The Lee’s Summit Housing Authority does note on its waiting lists the existence of families with disabilities, which represent 19.5% and 28.0% for public housing, and Section 8 vouchers respectively.

**What are the most common housing problems?**



Records suggest that existing older homes in Lee's Summit are generally in the affordable range for the majority of LMI households, yet newly constructed housing is generally beyond the reach of these households. The most common housing problem is the burden of housing cost greater than 50% of income. This affects almost 3,500 renter and owner households in Lee's Summit of all income groups. Although there exist households in Lee's Summit that are encumbered by overcrowding, or substandard facilities, the proportion that are spending greater than half of the area median family income is far greater. Based on the HUD data, approximately 340 households are overcrowded, and 240 households live in substandard physical conditions.

**Are any populations/household types more affected than others by these problems?**

More overcrowded households are renters than homeowners. Renter households also bears greater housing cost burdens. Households with seniors or young children have greater housing burdens.

**Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance**

Limited data is available for this analysis. As data provided by HUD, families with senior and young children tend to have heavier housing burdens. Hillcrest Transitional Housing in Lee's Summit provides short-term transitional housing to assist homeless families to move towards permanent housing. Hope House provide domestic violence shelter for victims and after completing the program, some clients have a safe place to go to while others may not.

**If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:**

Lee's Summit does not do estimates of at-risk population. However, the City's CDBG program has supported agencies that work to prevent homelessness.

**Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness**

Older housing units occupied by low-to-moderate income households have more needs for home repairs to ensure safe and decent living conditions. Without assistance, these homes may potentially become uninhabitable and unsafe to occupy.

**Discussion**

DRAFT

## NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction

Generally, when compared to the racial or ethnic group proportions of the city population as a whole, the incidence of poverty is not higher among minority families in Lee’s Summit than it is among White families. As a share within a single racial or ethnic group however, there is a significantly higher frequency of poverty among minority groups, as outlined below in the discussion section. As mentioned, when the incidence of housing problems by each income category is analyzed, it appears that income level rather than race or ethnicity is the primary factor affecting the incidence of housing problems.

### 0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,270	195	240
White	1,880	145	185
Black / African American	270	35	50
Asian	10	0	10
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	75	0	0

**Table 13 - Disproportionally Greater Need 0 - 30% AMI**

Data 2011-2015 CHAS  
Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

**30%-50% of Area Median Income**

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,080	445	0
White	1,745	410	0
Black / African American	225	15	0
Asian	20	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	45	20	0
Hispanic	30	0	0

**Table 14 - Disproportionally Greater Need 30 - 50% AMI**

Data 2011-2015 CHAS  
Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

**50%-80% of Area Median Income**

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,665	2,030	0
White	2,130	1,860	0
Black / African American	385	109	0
Asian	20	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	95	50	0

**Table 15 - Disproportionally Greater Need 50 - 80% AMI**

Data 2011-2015 CHAS  
Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

## 80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,010	2,775	0
White	965	2,270	0
Black / African American	40	345	0
Asian	0	50	0
American Indian, Alaska Native	0	15	0
Pacific Islander	0	0	0
Hispanic	4	45	0

**Table 16 - Disproportionally Greater Need 80 - 100% AMI**

Data Source: 2011-2015 CHAS

\*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

### Discussion

According to HUD's definition, a "disproportionately greater need" exists when the percentage of households in a category of need who are members of a particular racial or ethnic group is at least 10 percentage points higher than the percentage of households in the category as a whole. Considering this, and cumulative total from the data tables above, there are 8,025 of the 34,055 households (or 24% of all households) in Lee's Summit with one or more of the four housing problems. Of that total, 2,270 have an extremely low income (0%-30% HAMFI), 2,080 are low income households (earning between 30%-50% HAMFI per year), and 2,665 are moderate income households (earning between 50%-80% HAMFI). 1,010 households having one of the four housing problems earn above 80% HAMFI. Whites have the highest number of households with housing problems, followed by Black/African American and Hispanic households.

## NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction

As with assessing housing problems, disproportionately greater need resulting from severe housing problems exist when the percentage of households in a category of need, who belong to a particular racial or ethnic group, is at least 10 percentage points higher than the percentage of households in the category as a whole. Per the HUD definition, severe housing problems exist when there is the incidence of at least one of the following housing problems:

- Lack of complete kitchen facilities,
- Lack of complete plumbing; overcrowded households (more than 1.5 persons per room, not including bathrooms, porches, foyers, halls, or half-rooms),
- Cost burden greater than 50% of a household's income.

### 0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,030	435	240
White	1,690	335	185
Black / African American	215	90	50
Asian	10	0	10
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	75	0	0

**Table 17 – Severe Housing Problems 0 - 30% AMI**

Data 2011-2015 CHAS  
Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

**30%-50% of Area Median Income**

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Jurisdiction as a whole	1,020	1,515	0
White	905	1,255	0
Black / African American	100	140	0
Asian	4	10	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	65	0
Hispanic	0	30	0

**Table 18 – Severe Housing Problems 30 - 50% AMI**

Data 2011-2015 CHAS  
Source:

\*The four severe housing problems are:  
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

**50%-80% of Area Median Income**

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Jurisdiction as a whole	820	3,885	0
White	640	3,350	0
Black / African American	115	380	0
Asian	0	20	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	45	110	0

**Table 19 – Severe Housing Problems 50 - 80% AMI**

Data 2011-2015 CHAS  
Source:

\*The four severe housing problems are:  
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

**80%-100% of Area Median Income**

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Jurisdiction as a whole	310	3,475	0
White	280	2,950	0
Black / African American	30	355	0
Asian	0	50	0
American Indian, Alaska Native	0	15	0
Pacific Islander	0	0	0
Hispanic	0	50	0

**Table 20 – Severe Housing Problems 80 - 100% AMI**

Data Source: 2011-2015 CHAS

\*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

**Discussion**

There is a marked correlation between income level and the extent of housing problems experienced by Lee’s Summit households. Based on the data above provided by HUD, there are 4,180 households, or 12% of all households in Lee’s Summit, identified with one or more severe housing problems. Of that total, 2,030 have an extremely low household income (0%-30% HAMFI), 1,020 are low income households (earning between 30%-50% HAMFI per year), and 820 are moderate income households (earning between 50%-80% HAMFI). 310 households experiencing severe housing problems earn above 80% HAMFI.



## NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction:

Among the households in Lee’s Summit, numerous are considered subject to a housing cost burden. This is defined as any household that pays more than 30% of its annual income on housing related expenses, thereby making it more challenging to also pay for clothing, nutrition, transportation, medical and other needs. Along with this, it is important to understand that disproportionately greater need exists, by HUD definition, when the percentage of households in a category of need who are members of a particular racial or ethnic group is at least 10 percentage points higher than the percentage of households in the category as a whole. The tables below display household data related to housing cost burden.

### Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	24,980	4,895	3,920	260
White	21,930	4,045	3,335	185
Black / African American	1,670	620	420	50
Asian	425	40	15	10
American Indian, Alaska Native	75	0	0	0
Pacific Islander	60	45	0	0
Hispanic	520	95	95	15

**Table 21 – Greater Need: Housing Cost Burdens AMI**

Data Source: 2011-2015 CHAS

### Discussion:

In Lee’s Summit, almost three-quarters of all households (72.2%) spend less than 30% of their income on housing costs. With the exception of American Indians, with 49.3%, at least 50% of every racial or ethnic group spends 30% or less of income on housing. White households enjoy the largest proportion of those spending 30% or less on housing, with 74.0%.

Overall, 17.6% of households in Lee’s Summit spend 30-50% of income on housing costs. American Indians/Alaska Natives are disproportionately affected, as 43.5% are classifiable as enduring a housing cost burden, followed by 32.8% of Blacks/African Americans. As with discussion regarding housing

problems and severe housing problems, both of racial or ethnic groups in this housing cost burden category, although disproportionately affected, represent 2.4% of the Lee's Summit households.

Lastly, 9.86% of all households in Lee's Summit spend more than 50% of their income on housing. Pacific Islanders are disproportionately affected in this category, with 50.0% of the 30 households spending over half of their income on housing. White households with a greater than 50% housing cost burden, while representing only 1.0% of White households in the category, number 2,455, which is more than the total of all other racial and ethnic classification in this category combined.

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## **NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)**

**Are there any income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?**

Table 21 includes 2011-2015 CHAS data depicting housing cost burdens for Lee's Summit households by racial/ethnic groups. Based on the statistics, Black households had a higher percentage than the City as a whole that spent more than 30% of the household income on housing related cost. Pacific Islander households had the highest percentage but a much smaller number of households were impacted by housing related burdens.

**If they have needs not identified above, what are those needs?**

There are no local data to indicate that the most affected racial and ethnic groups identified above have greater needs in other non-housing related categories.

**Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?**

There is no obvious pattern of geographic concentration of racial and ethnic population.

## **NA-35 Public Housing – 91.205(b)**

### **Introduction**

The Lee's Summit Housing Authority (LSHA), the only local public housing agency, has two developments; Duncan Estates and Lee Haven Apartments, with a combined total of 116 dwelling units. The LSHA through its 5-Year Plan (10/01/2015 through 09/30/2019) has implemented several capital improvements to the property and dwelling units. During this period, LSHA completed, utilizing City's CDBG funds and HUD Capital Improvement funds, HVAC replacement, exterior door replacement and bathroom replacements to most of the residential units.

The LSHA will continue its strategic plan identified improvements and efforts to promote affordable housing development in the City. It is in process with the development of its next 5-Year Plan document that will cover the period of 10/01/2015 through 09/30/2020. HUD provides Capital Funds annually to Public Housing Agencies (PHAs) for the development, financing, and modernization of public housing developments and for management improvements. The LSHA's backlog of capital needs continues to grow and it severely hampers the use of the few redevelopment tools available such as the Rental Assistance Demonstration program (RAD) and Demolition/Disposition.

The LSHA maintains a waiting list for its 116 subsidized low-income public housing units. It has adopted a "local" preference for the waiting list. The preference is for persons who are at least 62 years of age or older or handicapped/disabled; called an "Elderly" preference. Persons with this preference are placed ahead in the waiting list over those applicants without a preference.

The LSHA also administrates a Section 8 Housing Choice Voucher Program for residents of Lee's Summit and Greater Jackson County. Our Section 8 Housing Choice Voucher Program currently stands at a base-line of 649 vouchers. The LSHA implemented several significant changes in the HCV program, as a result of funding constraints. These allowable discretionary changes were implemented in an effort to continue to support families currently leased in place. The LSHA manages the HCV waiting list based on availability of funding, voucher turn-over and estimated wait-time; through opening and closing the list to new applicants.

## Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	0	115	600	0	600	0	0	0

Table 22 - Public Housing by Program Type

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

## Characteristics of Residents

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	
Average Annual Income	0	0	18,651	10,872	0	10,872	0	0	
Average length of stay	0	0	6	4	0	4	0	0	
Average Household size	0	0	1	2	0	2	0	0	
# Homeless at admission	0	0	0	0	0	0	0	0	
# of Elderly Program Participants (>62)	0	0	102	69	0	69	0	0	
# of Disabled Families	0	0	12	123	0	123	0	0	

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher	
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program
# of Families requesting accessibility features	0	0	115	600	0	600	0	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

Table 23 – Characteristics of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

**Race of Residents**

Race	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	0	110	270	0	270	0	0	0
Black/African American	0	0	4	327	0	327	0	0	0
Asian	0	0	0	0	0	0	0	0	0
American Indian/Alaska Native	0	0	1	2	0	2	0	0	0
Pacific Islander	0	0	0	1	0	1	0	0	0
Other	0	0	0	0	0	0	0	0	0

**\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

**Table 24 – Race of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)

**Ethnicity of Residents**

Ethnicity	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	0	3	0	3	0	0	0
Not Hispanic	0	0	115	597	0	597	0	0	0

**\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

**Table 25 – Ethnicity of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)

## **Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:**

Based on the LSHA 5-year plan, of the total applicants combined for the Public Housing Program and Section 8 Housing Choice Voucher Program; there are fewer than an estimated total of 5% of all applicants that have indicated a definite need for 504 Accessibility. There are currently two low income public housing residents who are being accommodated with accessible units.

### **Most immediate needs of residents of Public Housing and Housing Choice voucher holders**

Public Housing Waiting List: 820 total applicants; of that total, 336 have a preference in the waiting list thus defined; “persons who are 62 years of age or older or handicapped/disabled persons”. There are 519 applicants classified as “family”. Of the total 820 applicants, 174 are handicapped/disabled; 694 families are classified as extremely low income, with the remaining classified as low to moderate income households.

Section 8 Housing Choice Voucher Program: 756 applicants total, of that total 33 are elderly, 65 are handicapped/disabled and 660 are family; of these 651 are extremely low income households, with the rest classified as low to moderate income households. The Housing Authority has recently held several rounds of Section 8 Briefings, resulting in issuance of vouchers and purging of the waiting list, and as a result the waiting list is presently open with the Housing Authority receiving more new applications daily.

Affordable and accessible housing are the most immediate needs of the families on LSHA waiting lists. The Lee’s Summit Housing Authority has 116 units of low-income Public Housing and a waiting list of 820 applicants. The Section 8 Housing Choice Voucher Program has a base-line of 649 families that can be served with a waiting list of 756 applicants with unmet housing needs, with more submitting applications to the waiting list daily. Given this information, it is assumed based on these numbers that there is a lack of affordable and accessible housing available. The most immediate needs for those on LSHA waiting lists is safe, decent, affordable and accessible housing for low income households.

### **How do these needs compare to the housing needs of the population at large**

These numbers do not reflect data that may be available in the Census data or other sources; which may identify larger numbers of elderly, disabled, handicapped, families and individuals with unmet housing needs in the greater jurisdiction.

## **Discussion**



## NA-40 Homeless Needs Assessment – 91.205(c)

### Introduction:

The City does not independently compile statistics and conduct field checks to identify the homeless population inside the City. The regional CoC, the Greater Kansas City Coalition to End Homelessness, collects and analyzes homeless data as required of a CoC for the area that covers the City of Kansas City, MO., Kansas City, KS., City of Independence, City of Lee's Summit, Jackson and Wyandotte Counties. Based on the Coalition's most recent 2017 Annual Report and Point-In-Time (PIT) data, there were a total of 1,248 households that were homeless in 2017 with 1,671 adults and children in the CoC area. The CoC's 2018 PIT data suggest there was a slight increase in the total number of homeless households (1,346). The statistics provided below represent the CoC's counts for the entire area. The CoC data does not provide homeless population by subarea distribution.

### Homeless Needs Assessment

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Persons in Households with Adult(s) and Child(ren)	18	580	0	0	0	0
Persons in Households with Only Children	1	19	0	0	0	0
Persons in Households with Only Adults	305	875	0	0	0	0
Chronically Homeless Individuals	170	246	0	0	0	0
Chronically Homeless Families	0	0	0	0	0	0
Veterans	35	108	0	0	0	0
Unaccompanied Child	12	103	0	0	0	0
Persons with HIV	0	14	0	0	0	0

Table 26 - Homeless Needs Assessment

Data Source Comments:

Indicate if the homeless population is:      Has No Rural Homeless

**If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):**

No local data or information available.

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**Nature and Extent of Homelessness: (Optional)**

<b>Race:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
White	0	0
Black or African American	0	0
Asian	0	0
American Indian or Alaska Native	0	0
Pacific Islander	0	0
<b>Ethnicity:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
Hispanic	0	0
Not Hispanic	0	0

Data Source  
Comments:

**Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.**

No disaggregated data exists for the area within the boundaries of Lee’s Summit.

**Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.**

No disaggregated data exists for the area within the boundaries of Lee’s Summit. The CoC wide data suggests that the homeless population does not lean more heavily towards any one particular racial and ethnic group based on the racial and ethnic composition of the Kansas City region. Whites and Blacks/African Americans account for a majority of the homeless population.

**Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.**

No disaggregated data exists for the area within the boundaries of Lee’s Summit. Based on the CoC 2018 PIT report, households without children are significantly less likely to be in shelters than households with children or households with only children. Hispanic/Latino homeless persons are less likely in shelters than non-Hispanic counterpart. Female homeless population had a higher percentage of living in shelters and males.

**Discussion:**

Local agencies providing assistance and housing, such as Hope House, Lee’s Summit Social Services, ReDiscover, the Lee’s Summit Housing Authority, Hillcrest Transitional Housing and the network of members working with GKCCEH often have a high demand for their services. Extremely low income

households that pay over 50% of their income on housing need or request some form of assistance from a local service agency to avoid homelessness.

## **NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)**

### **Introduction:**

Among the non-homeless special needs identified in the 2020-2024 Consolidated Plan process, some determined to be of high priority require long term and regional solutions involving cooperation and coordination of many agencies, such as public transportation needs and homeless needs. Other non-homeless special needs focus on mental health, substance abuse, and other preventative programs.

### **Describe the characteristics of special needs populations in your community:**

The non-homeless special needs population of Lee's Summit is comprised of the elderly, persons with disabilities, persons with mobility issues, persons of low income, persons with mental health issues, persons of limited job skills, persons with substance abuse issues, and persons experiencing domestic violence. Within the population of elderly, there are individuals more specifically categorized as "Frail Elderly," defined as any individual who is unable to perform at least three "activities of daily living" comprising of eating, bathing, grooming, dressing, or home management activities. The City is a participating jurisdiction in the metro area's Community for All Ages initiative and certification program. As a part of the initiative, efforts are being made to identify issues and needs of the elderly population experiencing or exposed to abuse and explore ways to help address them.

### **What are the housing and supportive service needs of these populations and how are these needs determined?**

The aging population and the trend to age in place presents need to give more consideration to accessibility through universal design, remodel of existing housing to accommodate mobility constraints, convenient transportation to services and senior supportive services. In recent years, Lee's Summit has seen increased development activities to provide both housing and services designed to meet senior needs. However, these activities are limited to development of new establishment.

Temporary housing or shelter for clients of public services who are released from programs but need place to stay until they are ready for permanent housing. This need was expressed by multiple local public service agencies that experienced the situations where their clients completed their program and were ready to be released but found themselves nowhere to go but to go back to the original situation, which is not always ideal for them to go back to.

### **Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:**

According to the Missouri Department of Health and Senior Services' 2016 Report, there were a total of 3,166 individuals with HIV living in Jackson County. Lee's Summit does not receive HUD funding to address HIV needs.

**Discussion:**

## **NA-50 Non-Housing Community Development Needs – 91.215 (f)**

### **Describe the jurisdiction's need for Public Facilities:**

With an increasing demand for availability and safe sidewalks in neighborhoods, particularly in older neighborhoods, the City compiled an inventory of existing sidewalks and areas with missing sidewalks or deteriorated and deteriorating sidewalks some years ago in an effort to address the need. When resources were made available, high priority areas were improved by filling in the gaps and replacing the unsafe sidewalks. However, due to lack of funding, the need still exists today.

### **How were these needs determined?**

Sidewalk needs were determined by a comprehensive inventory and assessment ten years ago of the existing sidewalk system throughout the City. The sidewalk improvement program has been implemented dependent on funding availability over the years and identified needs have not been completely met. In addition, through the public participation process of the Con Plan, the need for improvements of sidewalks was raised as one of the priorities, especially in older part of the City where sidewalks were not required at the time subdivisions were built.

### **Describe the jurisdiction's need for Public Improvements:**

The City's Capital Improvement Plan (CIP) is a tool for public improvement planning and financing. Transportation infrastructure needs are determined through updates to the City's Thoroughfare Master Plan and License Tax program. Parks and Recreation needs are determined as the department prepares its park master plan and trail master plan. The need for additional park facilities is normally a result of new growth. The public input through the participation process raised concerns about flooding in residential homes during heavy storms and called for improvements to older areas of the City where the storm water system is substandard.

### **How were these needs determined?**

The needs were determined through local planning, analysis, capital improvement financing and public input.

### **Describe the jurisdiction's need for Public Services:**

Local public service providers have been providing critical services for years to address the needs for those types of services. While existing regional and local agencies and organizations provide varieties of public services, needs for such services are always greater than their capacity and resources. In addition,

other needs have become known, such as the most recent opioid abuse, vaping, and rising suicide rate among youth.

**How were these needs determined?**

Public service providers have the first-hand knowledge of the need for their services and programs. Through public consultation, the information was shared. Public participation through surveys, focus group discussions and open houses also revealed concerns from the public.



# Housing Market Analysis

## MA-05 Overview

### Housing Market Analysis Overview:

Housing statistics are provided in the following sections by HUD using 2011-2015 ACS five-year estimates. The Consolidated Plan interprets housing patterns based on the data provided since local data is not available to the level of detail.

According to Table 27—All Residential Properties by Number of Units, there are 35,970 housing units in the City of Lee’s Summit, MO. Table 28—Unit Size by Tenure, shows that there are 25,930 owners and 8,115 renters. This, of course, brings up the obvious point that these numbers are based on a summary of 5 year survey data and not 100% data. However, these statistics can be easily summarized by stating that approximately 72% are owners and 28% are renters. The City of Lee’s Summit is primarily comprised of single-family detached dwelling units. Both home owners and renters in Lee’s Summit have a preference for 3+ bedrooms. About two thirds of the City’s housing stock was constructed after 1980. There is still plenty of room to grow in Lee’s Summit.

According Table 33—Condition of Units, the majority of owner-occupied housing units either have no selected conditions or one selected condition. The “selected conditions” that are being considered are from the Census Bureau’s term “selected conditions” which is defined in the American Factfinder’s Glossary (<https://factfinder.census.gov/help/en/index.htm#glossary.htm>) as “having at least one of the following conditions: 1) lacking complete plumbing facilities, 2) lacking complete kitchen facilities, 3) with 1.01 or more occupants per room, 4) selected monthly owner costs as a percentage of household income greater than 30 percent, and 5) gross rent as a percentage of household income greater than 30 percent.” The terms “complete plumbing facilities” and “complete kitchen facilities” are defined as follows:

- “Complete plumbing facilities include: (1) hot and cold piped water; (2) a flush toilet; and (3) a bathtub or shower. All three facilities must be located in the housing unit.”
- “A unit has complete kitchen facilities when it has all of the following facilities: (a) cooking facilities; (b) refrigerator; and (c) a sink with piped water.”

The cost of housing in Lee’s Summit has experienced a steady increase over the years. Homeowners of low income and renters of low-to-very-low income do not have sufficient housing choices in Lee’s Summit. Only the existing older housing is affordable for low-moderate income households in Lee’s Summit. Another area in high demand is the Lee’s Summit Housing Authority’s (LSHA) Section 8 Housing Choice Voucher Program.

## MA-10 Number of Housing Units – 91.210(a)&(b)(2)

### Introduction

Single-family residential housing accounts for a majority of the community housing stock. Multi-family rental units account for a small percentage of the community's housing stock. However, in recent years, multifamily development has picked up speed due to market demand. The number of multifamily housing units permitted for construction since 2015 increased dramatically. Newly permitted units continue to be in the higher price range.

Table 28 – Unit Size by Tenure, compares the number of 1 bedroom, 2 bedroom, and 3+ bedroom structures occupied by owners and renters. This shows that not only are the majority of inhabitants of Lee's Summit owners, but 91% of those who own a home in Lee's Summit own a home with 3+ bedrooms. Of those who rent in Lee's Summit, most rent either a 2 bedroom (44%) or a 3+ bedroom (33%) structure.

Lee's Summit is not built out yet. There are approximately 3,000 vacant preliminary platted lots that could be built on at any time, once final platted. It is anticipated that growth will primarily occur in these platted vacant lots in subdivisions that are not yet built out. It is also anticipated that there will be a good balance between owner and renter occupied units to be built during the next 5 years. Housing for seniors has been a hot market for a number of years and the trend is expected to continue with the aging population.

### All residential properties by number of units

Property Type	Number	%
1-unit detached structure	26,705	74%
1-unit, attached structure	3,825	11%
2-4 units	2,225	6%
5-19 units	1,775	5%
20 or more units	1,425	4%
Mobile Home, boat, RV, van, etc.	15	0%
<b>Total</b>	<b>35,970</b>	<b>100%</b>

Table 27 – Residential Properties by Unit Number

Data Source: 2011-2015 ACS

### Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	10	0%	300	4%
1 bedroom	75	0%	1,595	20%
2 bedrooms	2,205	9%	3,570	44%

	Owners		Renters	
	Number	%	Number	%
3 or more bedrooms	23,640	91%	2,650	33%
<b>Total</b>	<b>25,930</b>	<b>100%</b>	<b>8,115</b>	<b>101%</b>

**Table 28 – Unit Size by Tenure**

Data Source: 2011-2015 ACS

**Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.**

Two programs address (or specifically target) LMI and receive federal, state, and/or local funding: the Lee’s Summit Housing Authority (LSHA) and John Calvin Manor. The LSHA maintains two public housing developments, Lee Haven and Duncan Estates, which are for low income, elderly or disabled low-income persons. Lee Haven comprises 50 such housing units and Duncan Estates has 66, for a total of 116 units. John Calvin Manor receives federal assistance through Section 202. This agency maintains 100 housing units for the elderly and persons with disabilities.

**Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.**

No affordable housing unit is anticipated to be lost in the community due to new development, redevelopment, or conversion.

**Does the availability of housing units meet the needs of the population?**

Recent statistics and analysis reveal that there is a mismatch between the availability of housing units in Lee’s Summit’s current market and the needs of our population, primarily in terms of price ranges and structure types. The Lee’s Summit Section 8 Housing Choice Vouchers program currently has 343 families on the waiting list (Note: LSHA is currently processing new vouchers for applicants on the waiting list). According to the City’s 2019 Analysis of Impediments to Fair Housing Choice, only the existing older housing is affordable for the low to moderate income households in Lee’s Summit. The median rent of Lee’s Summit is not affordable to a significant majority of renter households.

**Describe the need for specific types of housing:**

While the City’s existing housing stock provides a wide range of affordability for households of different income levels, newly constructed housing continues to be in the high price range. Lee’s Summit is also in need of more affordable rental housing, if the rents of current rental units remain high.

**Discussion**

## MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

### Introduction

The cost of housing in the City has steadily increased for many years, as shown in Table 29 –Cost of Housing. According to the 2011-15 ACS estimates in Table 29, the median home value is \$191,300 and the median contract rent is \$808. The most recent 2013-2017 ACS five year estimates show that the median home value in Lee's Summit jumped to \$200,300 and the median gross rent was at \$1,025.

According to Table 31 – Housing Affordability, the majority of housing units do not become affordable until 80 - 100% of the HUD Adjusted Median Family Income (HAMFI). These categories correspond with HUD’s Income Limit categories where 30% is considered extremely low – very low income, 50% is considered very low – low income, and 80% is considered low – moderate income.

These tables also indicate that there are fewer families paying cheaper rents, and more families paying mid-to-high level rents.

### Cost of Housing

	Base Year: 2009	Most Recent Year: 2015	% Change
Median Home Value	183,200	191,300	4%
Median Contract Rent	735	808	10%

Table 29 – Cost of Housing

Data Source: 2005-2009 ACS (Base Year), 2011-2015 ACS (Most Recent Year)

Rent Paid	Number	%
Less than \$500	1,015	12.5%
\$500-999	4,925	60.7%
\$1,000-1,499	1,330	16.4%
\$1,500-1,999	480	5.9%
\$2,000 or more	365	4.5%
<b>Total</b>	<b>8,115</b>	<b>100.0%</b>

Table 30 - Rent Paid

Data Source: 2011-2015 ACS

### Housing Affordability

% Units affordable to Households earning	Renter	Owner
30% HAMFI	430	No Data
50% HAMFI	1,760	990
80% HAMFI	4,525	4,135

<b>% Units affordable to Households earning</b>	<b>Renter</b>	<b>Owner</b>
100% HAMFI	No Data	6,975
<b>Total</b>	<b>6,715</b>	<b>12,100</b>

**Table 31 – Housing Affordability**

Data Source: 2011-2015 CHAS

## Monthly Rent

<b>Monthly Rent (\$)</b>	<b>Efficiency (no bedroom)</b>	<b>1 Bedroom</b>	<b>2 Bedroom</b>	<b>3 Bedroom</b>	<b>4 Bedroom</b>
Fair Market Rent	640	786	953	1,286	1,457
High HOME Rent	0	0	0	0	0
Low HOME Rent	0	0	0	0	0

**Table 32 – Monthly Rent**

Data Source Comments:

## Is there sufficient housing for households at all income levels?

Based upon the data presented here and the 2019 Analysis of Impediments to Fair Housing Choice, it does not appear that there is sufficient housing for those of extremely low to low income households. Lee's Summit Housing Authority's Section 8 Voucher Program continues to have a waiting list of several hundred applicants. Newly constructed homes in Lee's Summit are priced over \$300,000 and rental construction continues to be between market rent and luxury apartment range. Currently housing vacancy is extremely low making it an exceptionally tight market, especially for those who look for housing at a price they can afford.

## How is affordability of housing likely to change considering changes to home values and/or rents?

Currently, the City's housing production continues to be driven by market demand. Based on the Developer Survey, local developers and builders are focusing on products that maximize their profit. So long as the market demand for high-priced housing continue to exist, new construction will likely produce more to meet that demand. Rental market is responding the same way. This trend is likely to continue.

## How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

The HUD 2019 FMR for a two-bedroom rental unit in Jackson County is \$953. The 2013-2017 ACS reports that Lee's Summit's five-year estimated median gross rent is \$1,025. Though slightly higher, Lee's Summit gross median rent is comparable to Jackson County's FMR. Housing affordability will continue to

be a regional as well as local issue for some years to come. Preservation of existing affordable housing has a paramount importance for regional and local policies and sustainability. Lee's Summit Housing Authority adopted a strategic plan and strategic goals for increase in affordable housing units in the City in the near future and has been promoting its vision through multiple public events, including City Council presentations.

## **Discussion**

## **MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)**

### **Introduction**

According to Table 34—Year Unit Built, the majority of the owner-occupied housing in Lee’s Summit was constructed since 1980 (80%). Slightly more than a half of renter-occupied housing was built after 1980 (55%). Table 33 shows the number housing units by tenure that have one or more selected conditions. Selected conditions are similar to housing problems in the Needs Assessment and are (1) lacks complete plumbing facilities, (2) lacks complete kitchen facilities, (3) more than one person per room (overcrowding), and (4) cost burden greater than 30% of the total household income.

Table 35 – Risk of Lead-Based Paint Hazard tells a slightly different story about housing conditions. According to this table, while there is a greater percentage of renter-occupied housing built prior to 1980 than owner-occupied, a greater percentage of those units that are built prior to 1980 with children present is found in the owner-occupied and not the renter-occupied housing. It is worth noting that in the United States, lead-based paint has been banned since 1978, so the number and percentage of housing units built before 1980 as presented in this table would be higher than the number and percentage of units built before 1978. It should also be noted that lead-based paint hazard refers to paint that may contain lead and is deteriorating, including chipping and peeling. Buildings that have been well maintained, rehabilitated and frequently repainted would most likely not present any hazard.

A majority of owner-occupied housing units have no selected conditions (80%), whereas only 50% of the renter-occupied housing units have no selected conditions (see Table 33—Condition of Units).

According to Table 35 — Risk of Lead-Based Paint Hazard, 22% (5,638 units) of the owner-occupied housing stock and 45% (3,655 units) of the renter-occupied housing stock was built prior to 1980. Of these housing units, 18% (4,560) of the owner-occupied units and 45% (3,665) of the renter-occupied units were reported as having children present. While this table indicates the estimated number of units that may have Lead-Based Paint (LBP) Hazards, there is no data to indicate which of these units are occupied by low or moderate income families. The City’s Minor Home Repair (MHR) and First-Time Homebuyer (FTHB) Programs require LBP disclosure and inspections. The City has found very few instances of LBP hazard in our work through these programs. In addition, the City’s GIS records indicate that there are only about 7,900 total units built prior to 1980 (compared with Table 34’s total of 9,408); this number is reduced further to about 6,500 when looking at units built prior to 1978 (which is the commonly accepted date for LBP).

### **Definitions**

The unit meets 2018 International Residential Code and the City's Code of Ordinances. All structures with substandard conditions can be habitable except if they are located in a flood plain or they are

non-conforming to the current code. Should the building be in a non-conforming situation, the rehab can be done if the rehab would bring the building up to current code.

### Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	5,140	20%	3,730	46%
With two selected Conditions	45	0%	285	4%
With three selected Conditions	0	0%	35	0%
With four selected Conditions	0	0%	0	0%
No selected Conditions	20,750	80%	4,070	50%
<b>Total</b>	<b>25,935</b>	<b>100%</b>	<b>8,120</b>	<b>100%</b>

Table 33 - Condition of Units

Data Source: 2011-2015 ACS

### Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	7,410	29%	1,780	22%
1980-1999	12,890	50%	2,680	33%
1950-1979	5,135	20%	3,245	40%
Before 1950	503	2%	410	5%
<b>Total</b>	<b>25,938</b>	<b>101%</b>	<b>8,115</b>	<b>100%</b>

Table 34 – Year Unit Built

Data Source: 2011-2015 CHAS

### Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	5,638	22%	3,655	45%
Housing Units build before 1980 with children present	4,560	18%	3,665	45%

Table 35 – Risk of Lead-Based Paint

Data Source: 2011-2015 ACS (Total Units) 2011-2015 CHAS (Units with Children present)

### Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units	0	0	0
Abandoned Vacant Units	0	0	0



	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
REO Properties	0	0	0
Abandoned REO Properties	0	0	0

**Table 36 - Vacant Units**

Data Source: 2005-2009 CHAS

### **Need for Owner and Rental Rehabilitation**

The City enforces local building codes and standards. Violations are required to be abated within a reasonable amount of time. Otherwise, The City relies on property owners to determine the need for rehabilitation.

### **Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards**

There is no specific data available. The City's Minor Home Repair program and First Time Homebuyer program provide CDBG funding for low-to-moderate income homeowners and homebuyers who are occupying or will occupy homes in the City. Over many years, both programs required visual inspections for LBP hazard if the building was built before 1978. Very few inspections came in confirming existence of lead hazard that requires further action for testing and abatement. However, these programs primarily focus on single family housing.

### **Discussion**

#### **Broadband and Resiliency Requirements**

Beginning in 2017, HUD requires all Consolidated Plans submitted after January 1, 2018 to address Broadband and Hazardous Mitigation Resiliency. This rule amends HUD's Consolidated Plan regulations to require that local jurisdictions, to consider two additional concepts in con plan efforts. The first concept is how to address the need for broadband access for low and moderate-income residents in the communities they serve. The second concept added to the Con Plan process requires local jurisdictions to consider incorporating resilience to natural hazard risks, taking care to anticipate how risks will increase due to climate change, into development of the plan to begin addressing impacts of climate change on low- and moderate-income residents.

To comply with HUD's broadband and resiliency requirements, the City has incorporated actions into the con plan process:

- Low-moderate income residents were surveyed on their current needs regarding broadband accessibility and affordability

- Broadband internet service providers were contacted to develop a plan of increasing affordability to low-moderate income residents in the City

Lee's Summit residents have access to 12 residential internet providers and 96% of these have access to fiber service. As of 2019, Lee's Summit has an average download speed of 93.73 Mbps, which is 140.9% faster than the average speed in Missouri. The primary service providers in the City are AT&T, Spectrum and Google Fiber.

#### Survey Results:

- Nearly 80% or more of all respondents said their household had access to all of the following: desktop or laptop, smartphone, internet, cable or fiber, and Wi-Fi access
- The top broadband need was for more affordable internet/data services, which 35% of respondents had a need for
- Nearly 50% of respondents said they were satisfied with the affordability, performance, and speed of their broadband services

In partnership with the EveryoneOn program, all primary service providers in Lee's Summit provide low-cost internet and low-to-no-cost computer equipment to eligible participants. To qualify for these programs, individuals must meet one of the following:

- Low Income
- Live in Public Housing
- Participate in Free/Reduced Lunch Program
- Food Stamps

#### **RESILIENCY**

Hazard mitigation is any action taken to permanently eliminate or reduce the long-term risk to human life and property from natural and technological disasters. The City of Lee's Summit participated in a regional effort, led by the Mid America Regional Council (MARC) in 2015 to identify those hazards that pose the greatest risk to the local jurisdiction and where it is most vulnerable to loss of life or property. The goal of the plan is to reduce loss of life, property, human suffering, economic disruption and disaster assistance costs from natural and man-made disasters.

## MA-25 Public and Assisted Housing – 91.210(b)

### Introduction

The Lee's Summit Housing Authority has two developments; Duncan Estates and Lee Haven Apartments. These developments comprise a total of 116 dwelling units. The Duncan Estates property is comprised of 66 residential dwelling units of which 55 are one bedroom and 11 are two bedroom units. There are 50 residential dwelling units in Lee Haven Apartments, of which there are 42 one bedroom and 8 two bedroom units.

The LSHA also administrates a Section 8 Housing Choice Voucher (HCV) Program for residents of Lee's Summit and Greater Jackson County. The program currently stands at a base-line of 649 vouchers.

### Totals Number of Units

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project -based	Tenant -based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available			116	649			0	0	0
# of accessible units									

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 37 – Total Number of Units by Program Type

Data Source: PIC (PIH Information Center)

**Describe the supply of public housing developments:**

**Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:**

The Lee's Summit Housing Authority (LSHA) has a total of 116 dwelling units in two housing developments (Duncan Estates and Lee Haven Apartments). Overall, both developments are in fair condition and well maintained. Through its 5-Year Plan (6/1/2017 through 09/30/2021) the LSHA has implemented several capital improvements. LSHA has completed a thorough rehabilitation of half of the bathrooms at Duncan Estates. The other half will undergo rehabilitation in 2020. LSHA has replaced nearly all the stove/ovens and refrigerators in all 116 units. Other projects underway or completed are repairs to twelve LSHA-owned streetlights at both properties, as well as needed security upgrades to all LSHA buildings.

The LSHA has identified several long-range capital needs as a result of its planning. HUD provides Capital Funds annually to Public Housing Agencies (PHAs) for the development, financing, and modernization of public housing developments and for management improvements. Due to continued funding cuts from Congress, HUD has instituted reductions in the Capital Fund each year for the last several years. This continued level of under-funding represents approximately half of what LSHA accrues annually for physical improvements, resulting in a backlog of capital needs. So far, the LSHA has been able to maintain its properties through effective management coupled with efficient and prudent expenditure of limited resources.

The LSHA has identified several major systems that will need replacement and rehabilitation in the next five years, and must also carefully evaluate the overall condition and continued long term viability of its Lee Haven property. Lee Haven was constructed in 1967 and is now 50 years old. While the units at Lee Haven are in good repair, their age and the overall condition of site improvements will have a direct impact on the expenditure of capital funds and on long range planning. A complete rehabilitation of the property may be necessary, and LSHA plans to complete a new Physical Needs Assessment in 2020-2021 in order to plan the next chapter of this property.

In addition to the needs of existing properties, the Lee's Summit Housing Authority's current 5-Year Strategic Plan and accompanying Affordable Housing Needs Assessment identified a critical need for new affordable housing options in this city. LSHA maintains waiting lists for the Section 8 Housing Choice Voucher program and Public Housing program, with typical wait times of 4-5 years from application to voucher issuance or offer of a unit. These planning studies also show a need for at least 100 units of new affordable housing within the next 3 years, and 400 new units of affordable housing by 2027. At present, few other private or public organizations are working to meet these needs in Lee's Summit. In October 2019 LSHA hired a full-time Development Specialist to assist the Executive Director in planning how the agency might help meet these needs by leveraging new HUD programs with other affordable housing funding sources, including Low Income Housing Tax Credits and private grants, to build new affordable housing projects in the city.

The LSHA has a total of 9 units that are "Accessible Units" of which 6 units are fully accessible. The LSHA incorporates accessible designs in renovation and rehabilitation projects that are planned at both Duncan Estates and Lee Haven Apartments. The LSHA complies with the guidelines of providing reasonable accommodations as established by HUD and the Office of Fair Housing.

## Public Housing Condition

Public Housing Development	Average Inspection Score

Table 38 - Public Housing Condition

### Describe the restoration and revitalization needs of public housing units in the jurisdiction:

The LSHA has identified several long range capital needs as a result of its planning. HUD provides Capital Funds annually to Public Housing Agencies (PHAs) for the development, financing, and modernization of public housing developments and for management improvements. So far, the LSHA has been able to maintain its properties through effective management coupled with efficient and prudent expenditure of limited resources.

The LSHA has identified several major systems that will need replacement and rehabilitation in the next five years, as discussed above.

### Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:

The LSHA's mission is to fulfill the need for decent, safe and affordable housing for very low to moderate income seniors and families, to provide a quality living environment for seniors where they can live independently in their own homes, to facilitate partnerships between landlords and families for affordable rental housing opportunities, and to provide a people oriented organization that encourages and supports the citizens it serves and is a valuable asset to the community. In carrying out this mission, the agency will use its limited resources effectively and efficiently to produce the desired results. Prudent and responsible program administration will only achieve a limited success. The LSHA will need the support and cooperation of other community partners to create overarching strategies that are designed to make a difference in the quality of lives of families in the community.

### Discussion:

## MA-30 Homeless Facilities and Services – 91.210(c)

### Introduction

Lee’s Summit has a limited supply of beds for homeless individuals through local public services agencies such as Hillcrest Transitional Housing and Hope House. Homeless services and facilities are largely provided by the Greater Kansas City Coalition to End Homelessness, the HUD regional Continuum of Care, which covers Jackson County, Missouri and Wyandotte County, Kansas. According to GKCCEH's 2017 Annual Report, "The PIT count for the GKCCEH service area dropped from 2,193 adults and children in 2014 to 1,671 in 2017, a decrease of 23.8%." "On November 20, 2017, the U.S. Interagency Council on Homelessness officially recognized Kansas City as the first community in Missouri and Kansas to effectively end veteran homelessness." However, "the number of children in Emergency Shelters rose from 81 in 2014 to 209 in 2017."

### Facilities and Housing Targeted to Homeless Households

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	0	0	0	0	0
Households with Only Adults	0	0	0	0	0
Chronically Homeless Households	0	0	0	0	0
Veterans	0	0	0	0	0
Unaccompanied Youth	0	0	0	0	0

**Table 39 - Facilities and Housing Targeted to Homeless Households**

Data Source Comments:

**Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons**

Lee's Summit is in the service area of the Greater Kansas City CoC, the Greater Kansas City Coalition to End Homelessness. In addition, Lee's Summit area has several agencies and programs to meet the needs of the community for health, mental health and employment services and shelters. Some of these programs include:

- **Mental Health/Substance Abuse:** ReDiscover, Hillcrest Transitional Housing, and Hope House offer a wide range of services in Lee's Summit that both serve families and individuals with mental health needs, women and children seeking to escape from domestic violence and persons who are homeless. These organizations offer counseling services to individuals seeking emergency shelters, mental health counseling, transitional housing and life-skill training.
- **Health:** Services in Lee's Summit that focus on the health of homeless individuals or those at risk of homelessness largely consist of programs centered on the basic need for food and clothing. Lee's Summit Social Services and Coldwater in particular offer emergency food assistance.
- **Employment:** There are several services in Lee's Summit that work to improve the employment opportunities of individuals. One specifically targeting veterans, including those categorized as homeless, is Green Vet which trains veterans in 'Green Collar' careers like deconstruction and efficient energy construction. Other agencies, like the Adult Continuing Education for Persons with Developmental Disabilities works to provide disabled individuals with non-credit courses designed to improve education and socialization. Serving the larger region, the Goodwill of western Missouri and Eastern Kansas has programs that offer employment services for persons with disabilities and other disadvantages.

The United Way 2-1-1 of Greater Kansas City "is a free, confidential, nationally accredited information and referral service available 24 hours a day. By dialing 2-1-1, a single call connects people in the community with trained call specialists who will guide them to find resources for their specific situation." according to the City of Lee's Summit Human Services Advisory Board.

**List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.**

No applicable.



## **MA-35 Special Needs Facilities and Services – 91.210(d)**

### **Introduction**

Persons with special needs include seniors, persons with disabilities, victims of domestic violence, victims of abuse, persons with health issues, persons with mental health issues, persons of low income, homeless persons, persons with substance abuse issues, etc. These needs vary in terms of the types of supportive services needed and convenience for access. Lee's Summit is a suburban community in the Greater Kansas City metro area and is served by local agencies and programs as well as regional ones. Social services, public housing, assisted housing, health services, transitional housing, emergency shelters, mental health services, and employment services all have local presence and regional service coverage. Persons with special needs call locate services that meet their needs by contacting the United Way 2-1-1 system, or other service providers for consultation or referrals. Hope House, ReDiscover, Hillcrest Transitional Housing, Lee's Summit Social Services, Developing Potential, Lee's Summit Cares, Community Services League, Child Abuse Prevention Association, and other charity organizations and faith-based organizations offer various programs in and around Lee's Summit.

**Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs**

Lee's Summit has been experiencing an increase in the construction of senior housing and supportive services in recent years. Independent living and assisted living facilities are being constructed to meet the increasing need of the aging population. Local and regional hospitals, specialty services, and other public services provide variety of opportunities to meet different needs.

**Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing**

No information.

**Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)**

Continue to work with local agencies providing services to persons with special needs to identify new opportunities and collaboration.

**For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))**

Continue to identify the level of need and opportunities for service improvements.

## **MA-40 Barriers to Affordable Housing – 91.210(e)**

### **Negative Effects of Public Policies on Affordable Housing and Residential Investment**

The City conducted a comprehensive Analysis of Impediments to Fair Housing Choice in 2018 and 2019. The Analysis revealed no local public policy in place that would hinder affordable housing and residential investment. The Analysis examined local policies, regulations, development standards, processes, procedures and programs and found no obvious evidence of negative effect. Yet, the study identified barriers to fair housing choice that need to be addressed. Fair housing is a significantly broader issue than affordable housing. Affordable housing focuses on affordability of housing based on household income. Fair housing focuses on fair access and equal opportunities for housing, services, education, employment, recreation, community assets, etc. The identified barriers to fair housing choice are not all related to housing nor housing affordability. Furthermore, there is no evidence that these identified barriers are a direct result of public policies.

## MA-45 Non-Housing Community Development Assets – 91.215 (f)

### Introduction

Lee's Summit is a suburban community of the Kansas City Metropolitan area within a large regional economy. As such, the community is not isolated and independent in terms of economic development, labor pool, employment, education opportunities, etc. People have more choices in such a larger economy and local economic health is largely dependent upon the overall economic health of the region. Recent demographic statistics continue to indicate that more Lee's Summit workers travel to work outside the city limits than workers from outside Lee's Summit travel to work in Lee's Summit. This pattern is not likely to change any time soon. Commuting between home and work is a very important aspect of community wellbeing.

According to the 2011-2015 ACS statistics presented in the tables in this section, this community has the largest number of workers working in education and health care service industries, professional, scientific and management services and retail businesses. Other assets are a strong labor force with a low unemployment rate, fairly short commute times, and a highly-educated workforce. The job market is very competitive and some individuals must find work outside of Lee's Summit; however, due to the location of the City in a bigger metropolitan economy, the number of jobs and the number of workers are better balanced, given the availability of either in close proximity to fill the gaps.

### Economic Development Market Analysis

#### Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	89	11	0	0	0
Arts, Entertainment, Accommodations	4,761	5,002	12	16	4
Construction	2,227	1,892	6	6	0
Education and Health Care Services	7,326	7,463	19	24	5
Finance, Insurance, and Real Estate	3,867	2,567	10	8	-2
Information	880	413	2	1	-1
Manufacturing	3,149	2,075	8	7	-1
Other Services	1,394	1,152	4	4	0

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Professional, Scientific, Management Services	5,919	2,593	15	8	-7
Public Administration	0	0	0	0	0
Retail Trade	5,124	5,780	13	18	5
Transportation and Warehousing	1,485	330	4	1	-3
Wholesale Trade	2,346	2,091	6	7	1
Total	38,567	31,369	--	--	--

**Table 40 - Business Activity**

**Data Source:** 2011-2015 ACS (Workers), 2015 Longitudinal Employer-Household Dynamics (Jobs)

## Labor Force

Total Population in the Civilian Labor Force	50,548
Civilian Employed Population 16 years and over	48,285
Unemployment Rate	4.50
Unemployment Rate for Ages 16-24	15.87
Unemployment Rate for Ages 25-65	2.89

**Table 41 - Labor Force**

Data Source: 2011-2015 ACS

Occupations by Sector	Number of People
Management, business and financial	15,650
Farming, fisheries and forestry occupations	1,925
Service	3,830
Sales and office	12,670
Construction, extraction, maintenance and repair	2,525
Production, transportation and material moving	1,835

**Table 42 – Occupations by Sector**

Data Source: 2011-2015 ACS

## Travel Time

Travel Time	Number	Percentage
< 30 Minutes	26,600	59%
30-59 Minutes	17,100	38%
60 or More Minutes	1,095	2%
<b>Total</b>	<b>44,795</b>	<b>100%</b>

**Table 43 - Travel Time**

Data Source: 2011-2015 ACS

## Education:

### Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	830	133	463

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
High school graduate (includes equivalency)	6,355	308	1,585
Some college or Associate's degree	14,000	528	2,760
Bachelor's degree or higher	19,795	454	2,370

**Table 44 - Educational Attainment by Employment Status**

Data Source: 2011-2015 ACS

### Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	40	83	35	130	295
9th to 12th grade, no diploma	685	395	190	603	483
High school graduate, GED, or alternative	1,770	1,530	1,795	4,925	4,095
Some college, no degree	2,650	2,893	2,905	6,470	2,690
Associate's degree	400	1,530	1,120	2,388	540
Bachelor's degree	930	3,520	4,145	7,435	1,995
Graduate or professional degree	40	1,515	2,305	3,690	1,695

**Table 45 - Educational Attainment by Age**

Data Source: 2011-2015 ACS

### Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	21,250
High school graduate (includes equivalency)	62,342
Some college or Associate's degree	89,829
Bachelor's degree	145,759
Graduate or professional degree	184,405

**Table 46 – Median Earnings in the Past 12 Months**

Data Source: 2011-2015 ACS

### Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

The sectors with the most jobs are Education and Health Care Services (7,463), Retail Trade (5,780), and Arts, Entertainment, Accommodations (5,002). The sectors with the greatest number of workers are

Education and Health Care Services (7,326), Professional, Scientific, Management Services (5,919) and Retail Trade (5,124). This indicates that Lee's Summit has strong service industries and education, and a growing retail base.

**Describe the workforce and infrastructure needs of the business community:**

The 2011-2015 ACS data suggests that Lee's Summit has more workers (38,567) than jobs (31,369) in the overall economy. However, it is important to point out that Lee's Summit is a part of a larger metropolitan economy where job market and labor pool are more dynamic. Workers commute to work across city limits and jobs are available for workers across borders. Data provides valuable information as to where there is room for opportunities and improvements. During the public participation process, several concerns were raised regarding workers and employment, including lack of convenient public transportation connecting workers to jobs and lack of affordable job training to match job skills to employment opportunities. Availability of affordable housing close to employment can be a barrier as well.

**Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.**

The City's 2019 Strategic Plan, "Lee's Summit Ignite", established seven critical success factors, the first one being "Strategic Economic Development", that builds an adaptable framework for continued growth in a changing environment. The City adopted an Incentive Policy in 2015 to promote economic growth in Lee's Summit and it will continue to have an impact on the economic wellbeing of the community. The City is implementing multiple public infrastructure improvement plans as a result of its Thoroughfare Master Plan and CIP to ensure proper maintenance of existing public infrastructure and expansion of existing systems to meet the needs of new growth.

**How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?**

According to the statistic provided in Table 40—Business Activity, it appears that the top business sector (Education and Health Care Services) is fairly evenly matched with the number of workers and the number of jobs. Retail Trade is similar. Professional, Scientific, Management Services sector shows significantly more workers than availability of local jobs. Most of the other sectors, primarily labor intensive sectors, see more workers than jobs.

**Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.**



The Kansas City metropolitan area offers a wide range of opportunities for job training through community colleges, universities, vocational schools and other public and private programs. Locally, Lee's Summit is served by University of Central Missouri Lee's Summit Campus, Longview Community College, and Missouri Innovation Campus programs. They provide opportunities for local and regional residents to be well prepared for careers of their choice or advance to a different level of their current career.

**Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?**

**If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.**

No.

**Discussion**

## **MA-50 Needs and Market Analysis Discussion**

### **Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")**

There is no specific and relevant data to suggest any obvious concentrations of households with multiple housing problems. The majority of housing stock has been built in recent decades under stricter building codes and property maintenance codes. Older housing units are more likely to have multiple housing problems, especially if they are occupied by households of lower income.

### **Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")**

There is no sign of significant minority or low-income concentration in Lee's Summit on a large scale. When the 2019 Analysis of Impediments to Fair Housing Choice was conducted, HUD CPD's AFFH Mapping data was examined to identify any concentration. Data suggest that minority and ethnic population is relatively evenly distributed in the City with minor variations in percentages. Older homes in Lee's Summit built before the 1980's are generally of lower appraised value, which are primarily located around City's old town area. HUD defines LMI areas as those with 51% or more LMI households within the geographic area.

### **What are the characteristics of the market in these areas/neighborhoods?**

The area identified above surrounds the downtown commercial district that has been thriving with a wide variety of retail and service activities, however, most of the businesses in the CBD are specialty retailers that tend to be beyond the buying power of the residents living around the area. Conventional retailers and services are located in convenient distances outside downtown for these residents and the market is generally healthy with no sign of slowing down or sliding downward.

### **Are there any community assets in these areas/neighborhoods?**

The area has downtown businesses and services, City offices and services, neighborhood and community parks, schools, churches, a variety of housing choices, community centers and employment opportunities. Public investments in infrastructure improvements have been greater in the area than in the past, with multiple parks, streets, sidewalks, sewer and stormwater improvements completed in recent years. The area is also in close proximity to other community assets.

### **Are there other strategic opportunities in any of these areas?**

These areas also contain pockets of vacant or underutilized properties that are opportunities for redevelopment and in-fill development. In recent years, some redevelopments have occurred and new ones are in planning and approval process. Residential development is a part of this renewed interest in

downtown growth. The City has been, and will continue to be attracting more economic growth and housing development in and around the downtown area. Downtown Lee's Summit has been recognized both at the state and national levels as the America's Great Neighborhoods. These recognitions will certainly impact the area in a positive way.

# Strategic Plan

## SP-05 Overview

### Strategic Plan Overview

The Strategic Plan presents the priority needs and goals determined through a comprehensive strategic planning process. The community's priority needs in housing, public improvements and public services are highlighted, describing where and how the City may focus community resources.

Additionally, the Strategic Plan addresses the City's strategy for reducing lead-based paint hazards in housing. The anticipated resources and allocation of funding demonstrates the City's strategic approach to accomplishing its goals.

The City's homelessness and anti-poverty strategies are presented along with the Lee's Summit Housing Authority's Strategic Plan. Findings from the City's 2019 Analysis of Impediments to Fair Housing Choice will be used to present the identified barriers to fair housing choice in Lee's Summit along with the report's recommendations to remove these barriers.

## SP-10 Geographic Priorities – 91.215 (a)(1)

### Geographic Area

Table 47 - Geographic Priority Areas

1	<b>Area Name:</b>	Communitywide
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Other
	<b>Other Revital Description:</b>	Public services and home repairs
	<b>Identify the neighborhood boundaries for this target area.</b>	
	<b>Include specific housing and commercial characteristics of this target area.</b>	
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	
	<b>Identify the needs in this target area.</b>	
	<b>What are the opportunities for improvement in this target area?</b>	
	<b>Are there barriers to improvement in this target area?</b>	
2	<b>Area Name:</b>	Old Town Area
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Other
	<b>Other Revital Description:</b>	Public Infrastructure Improvement
	<b>Identify the neighborhood boundaries for this target area.</b>	
	<b>Include specific housing and commercial characteristics of this target area.</b>	
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	

<b>Identify the needs in this target area.</b>	
<b>What are the opportunities for improvement in this target area?</b>	
<b>Are there barriers to improvement in this target area?</b>	

### General Allocation Priorities

Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA)

The intent of the CDBG program is to meet the needs of the low-to-moderate income persons and address slums or blight. In order to focus attention on the target population groups, the geographic areas that have a higher percentage of LMI residents are important to analyze.

HUD designates those areas that have a LMI population of 51% or more as LMI areas in which area wide efforts can be funded through the CDBG program, or areas of low income concentrations. When analyzing the City in terms of the low to moderate income population, according to the most recent census data provided by HUD, there are five census block groups in Lee’s Summit that have a population of 51% or more considered LMI. All of these block groups are in and around the old town area including downtown. Although Lee’s Summit has a higher median income than the metropolitan area, Jackson County and the State of Missouri, there are a substantial number of low-to-moderate income (LMI) households within the City.

Additionally, although a relatively small percent of the individuals in Lee’s Summit are below the poverty level, higher percentages of elderly and female headed households are below the poverty level.

Although geographic concentration has been considered, in general terms the high priority needs identified through the strategic planning process are community wide with no clear geographic focus. Certain needs are greater in some areas than others. Older areas tend to have more gaps or deteriorated conditions in their sidewalk system. Public service needs of low-to-moderate income residents also tend to be higher in older neighborhoods.

Funding allocation for public service priorities will continue to be primarily based on household income, not location-specific necessity. The 2019 AI consultation process confirms that the public investment decisions for (City controlled) infrastructure improvements have based on need and urgency rather than geography.

## SP-25 Priority Needs - 91.215(a)(2)

### Priority Needs

Table 48 – Priority Needs Summary

<b>1</b>	<b>Priority Need Name</b>	Mental Health/Substance Abuse Assistance
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Families with Children Elderly Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Victims of Domestic Violence Unaccompanied Youth Persons with Alcohol or Other Addictions Victims of Domestic Violence
	<b>Geographic Areas Affected</b>	Communitywide
	<b>Associated Goals</b>	Mental Health/Substance Abuse Counseling Transportation for Special Needs
	<b>Description</b>	Provide support (funding) to local agencies that provide mental health/substance abuse services and emergency shelter and counseling services for victims of domestic violence. These programs are continuing programs under the Community Development Block Grant program that have made significant impact in improving the quality of life of low to moderate income individuals dependent upon assistance that is otherwise not available to them.
	<b>Basis for Relative Priority</b>	Mental illness and substance abuse affect the quality of life of the persons having these issues as well as others. Often times the results are fatal. In addition, people with these issues tend to be in financial disadvantage. Public service agencies locally have been providing services to these individuals for many years and the service gap still exist. The 2019 Strategic Plan of the City includes seven Critical Success Factors for the future of the community and one critical success factor recognizes the importance of community health and well being.

2	<b>Priority Need Name</b>	Basic Needs of Low-to-Moderate Income Persons
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children Elderly Chronic Homelessness Individuals Families with Children veterans Elderly Frail Elderly
	<b>Geographic Areas Affected</b>	Communitywide
	<b>Associated Goals</b>	Transportation for Special Needs
	<b>Description</b>	Support local public services that meet the basic needs of residents for food, clothing, health services, living expenses. Without such assistance, these individuals may not have the basic necessities for survival.
	<b>Basis for Relative Priority</b>	Human survival is the most important of all. Agencies and services providing assistance to those who, without the assistance, may be in danger of becoming homeless or going hungry.
	3	<b>Priority Need Name</b>
<b>Priority Level</b>		High
<b>Population</b>		Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents



	<b>Geographic Areas Affected</b>	Old Town Area Communitywide
	<b>Associated Goals</b>	Residential Rehab and Affordable Housing
	<b>Description</b>	Promote, coordinate and assist in the residential rehabilitation programs benefiting low-to-moderate income homeowners and public housing. Work towards increase in number of affordable housing units in the City.
	<b>Basis for Relative Priority</b>	The importance of housing and housing affordability needs is reinforced by the City's 2019 Analysis of Impediments to Fair Housing Choice, the 2019 Ignite Strategic Plan and the Consolidated Plan public consultation. Rehabilitation of existing housing makes more affordable housing units available to low income households and in decent condition. Improved housing helps remove blighted conditions, stabilize the neighborhood and add to the value of the community well being.
4	<b>Priority Need Name</b>	Sidewalk Improvement in Older Neighborhoods
	<b>Priority Level</b>	Low
	<b>Population</b>	Extremely Low Low Moderate Middle Families with Children Elderly Individuals Elderly
	<b>Geographic Areas Affected</b>	Old Town Area
	<b>Associated Goals</b>	Transportation for Special Needs
	<b>Description</b>	Even though the City has implemented a sidewalk improvement plan since 2010, the improvements have been heavily dependent upon funding availability through non-CDBG resources. Gaps in the existing sidewalk systems across the City still exist. Due to age and special circumstances, older neighborhoods tend to have more gaps to be filled. Sidewalks are becoming increasingly important in recent effort to push for healthy lifestyle and multimodal transportation.

	<b>Basis for Relative Priority</b>	Gaps, deterioration, continuing maintenance of the City's sidewalk system have been recognized by the City as a major public facility improvement need. A sidewalk improvement program as a result of a comprehensive sidewalk needs study has been providing some relief in the system, however, due to extremely limited resources, a lot more needs to be done. The City has a program to address the issue pending additional funding. It will be a long term effort with slow progress anticipated.
5	<b>Priority Need Name</b>	Transportation for Persons with Special Needs
	<b>Priority Level</b>	Low
	<b>Population</b>	Extremely Low Low Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Victims of Domestic Violence
	<b>Geographic Areas Affected</b>	Communitywide
	<b>Associated Goals</b>	Transportation for Special Needs
	<b>Description</b>	During public consultation, a common issue was raised across several public service agencies that it has become more and more frequent that the people they serve or seeking services to meet their needs do not have transportation available to them. Majority of these individuals do not have private and personal transportation of their own.
	<b>Basis for Relative Priority</b>	Compared with other high priority needs, this need affects less people and occurs less frequently and the solution may be more complicated and requires long term strategy and interagency cooperation and coordination.
6	<b>Priority Need Name</b>	Planning and Administration of the CDBG Program
	<b>Priority Level</b>	High
	<b>Population</b>	Other
	<b>Geographic Areas Affected</b>	

	<b>Associated Goals</b>	
	<b>Description</b>	Activities related to developing the fair housing choice analysis, consolidated planning, preparing action plans and administering the CDBG program.
	<b>Basis for Relative Priority</b>	CDBG program provides opportunities and funding to support community effort to address needs identified through the consolidated planning process. Administration of the program to meet all Federal, State and local regulations and procedures is critical for the effectiveness of the program.
<b>7</b>	<b>Priority Need Name</b>	Improved Public Information
	<b>Priority Level</b>	Low
	<b>Population</b>	Other
	<b>Geographic Areas Affected</b>	Communitywide
	<b>Associated Goals</b>	Improved Availability of Public Information
	<b>Description</b>	Efforts to make more information available to the public on the community needs, services available, resources for assistance, etc. and improve accessibility of such information.
	<b>Basis for Relative Priority</b>	Compared to the other priority needs, this one is low. However, it may be easier to accomplish than the other priority needs and requires a lot less resources.

**Narrative (Optional)**

In the process of establishing the priority needs of the community for the next five years, several key factors were taken into consideration, including, but not limited to, achievability given the known community resources, complexity of the issue that requires more studies prior to any action planning taking place, the value of existing supported programs to the community's wellbeing, particularly the population of low income or of special needs, and the community goals established by the community strategic plan process. In addition, the Consolidated Plan places more focus on the priority needs that can be addressed using the CDBG annual grant funds. Other priority needs, such as street improvements, curb replacement, sidewalk improvement outside low income areas, storm drainage improvements, street lighting for increased safety, will be addressed outside the CDBG program.

## SP-30 Influence of Market Conditions – 91.215 (b)

### Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	Currently, tenant based rental assistance is provided through several public assisted housing establishments in Lee's Summit, such as Lee's Summit Housing Authority. Need has been greater than what can be provided, for example, LSHA maintains a waiting list for applicants for Housing Choice Vouchers at any given time.
TBRA for Non-Homeless Special Needs	
New Unit Production	Currently and in the near future, market rate housing production will continue to dominate the residential development landscape. Lee's Summit Housing Authority's Strategic Plan calls for collaborative effort to produce some additional housing units affordable for households of low income.
Rehabilitation	Older homes, particularly affordable homes, which make up a good portion of the community's housing stock need ongoing upkeep and renovation in order to maintain a good supply of affordable and sustainable homes for LMI residents.
Acquisition, including preservation	There is a need for affordable housing. Preservation of existing affordable housing stock has been the community's priority for many decades. Through the City's Minor Home Repair program, CDBG funds have been utilized for over twenty years to help low to moderate income homeowners to complete needed repairs. New construction of affordable housing is also needed. Currently new housing has been in the mid to high price ranges.

**Table 49 – Influence of Market Conditions**

**SP-35 Anticipated Resources - 91.215(a)(4), 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	350,000	0	1,000	351,000	0	Expected CDBG fund allocation from HUD for Program Year 2020-2021, plus unused funds from prior year activities. No program income is expected.
General Fund	public - local	Admin and Planning	60,000	0	0	60,000	0	Staff administering the CDBG program will be partially funded with CDBG grant, not exceeding the allowable 20% of the CDBG annual grant amount. The remainder of staff time cost will be covered with the City's general fund.

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: \$		
Public Housing Capital Fund	public - federal	Housing	153,000	0	0	153,000	0	Lee's Summit Housing Authority anticipates that HUD public housing capital improvement fund to the agency will be the same amount as last year's.

Table 50 - Anticipated Resources

**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 will leverage other resources for most of the services and programs that the CDBG program assists. For CDBG administration, the City will cover a portion of the administrative cost with its general fund. Lee's Summit Housing Authority projects leverage other federal funds for capital expenses. Other subrecipients combine CDBG allocations with a variety of resources, including in-kind donations, local grants, local churches, local charities, private foundations, private fundraising, 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**

## SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
LEE'S SUMMIT HOUSING AUTHORITY	PHA	Public Housing	Jurisdiction
LEE'S SUMMIT SOCIAL SERVICES	Subrecipient	public services	Jurisdiction
Coldwater of Lee's Summit	Subrecipient	public services	Jurisdiction
HOPE HOUSE	Subrecipient	public services	Region
REDISCOVER MENTAL HEALTH	Subrecipient	public services	Jurisdiction
Hillcrest Ministries of MidAmerica, Inc.	Subrecipient	Homelessness public services	Jurisdiction
City of Lee's Summit Public Works Department	Departments and agencies	public facilities	Jurisdiction

Table 51 - Institutional Delivery Structure

### Assess of Strengths and Gaps in the Institutional Delivery System

All the agencies and organizations have been in operation providing services of their specialties for many years in the region or in the community. Most of the agencies have been beneficiaries of the CDBG program and have been working closely with the City in planning and implementation of local programs to address local needs. However, most of the participating agencies work under limited resources and rely on CDBG to maintain the level of service they have been providing. Limited resources limit their abilities to keep up with the needs.

### Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
<b>Homelessness Prevention Services</b>			
Counseling/Advocacy	X	X	
Legal Assistance			
Mortgage Assistance	X		
Rental Assistance	X		

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
<b>Homelessness Prevention Services</b>			
Utilities Assistance	X		
<b>Street Outreach Services</b>			
Law Enforcement			
Mobile Clinics			
Other Street Outreach Services			
<b>Supportive Services</b>			
Alcohol & Drug Abuse	X		
Child Care	X		
Education	X		
Employment and Employment Training			
Healthcare	X		
HIV/AIDS			
Life Skills	X	X	
Mental Health Counseling	X	X	
Transportation			
<b>Other</b>			

**Table 52 - Homeless Prevention Services Summary**

**Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)**

The majority of the local programs included in this plan do not have a focus on services targeting homeless population and/or persons with HIV. They are primarily services based on local needs of LMI persons, families and persons with special needs. Homeless needs are largely addressed through the Greater Kansas City Coalition to End Homelessness, the region's Continuum of Care and other state and regional programs.

Local programs range from basic needs, such as food, clothing, housing, rents, medicine, school supplies, to special needs, such as mental health counseling, developmental disability assistance, and shelter and assistance for victims of domestic violence. However, some of these services are not able to meet all the needs of the community. Limited funding sources also limit their service capabilities.

**Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above**



Availability of public information regarding the types of services and locations was identified during the AI and Con Plan public participation as a weak line. Transportation for special needs population who do not have a reliable personal transportation was also identified as a gap between persons in need of service and the service. Shortage of funding certainly creates service gaps as well.

**Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs**

The City will continue to work closely with local and regional stakeholders and partners in its planning effort to address priority community needs and to identify and leverage all possible resources. In the meantime, the City will take advantage of the 2019 Strategic Plan established community aspirations for improving the quality of life of its citizens through cooperation and collaboration.

## SP-45 Goals Summary – 91.215(a)(4)

### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Residential Rehab and Affordable Housing	2020	2024	Affordable Housing Public Housing	Old Town Area Communitywide	Residential Rehabilitation and Affordable Housing	CDBG: \$230,000 General Fund: \$0 Public Housing Capital Fund: \$15,300	Rental units rehabilitated: 20 Household Housing Unit Homeowner Housing Rehabilitated: 15 Household Housing Unit
2	Basic Needs for Food, Clothing, etc.	2020	2024	Homeless Non-Homeless Special Needs	Communitywide			Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted
3	Mental Health/Substance Abuse Counseling	2020	2024	Non-Homeless Special Needs	Communitywide	Mental Health/Substance Abuse Assistance	General Fund: \$0 Public Housing Capital Fund: \$0	

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Transportation for Special Needs	2021	2024	Non-Homeless Special Needs	Communitywide	Mental Health/Substance Abuse Assistance Basic Needs of Low-to-Moderate Income Persons Sidewalk Improvement in Older Neighborhoods Transportation for Persons with Special Needs		
5	Improved Availability of Public Information	2020	2024	Public information	Communitywide	Improved Public Information		Other: 1 Other

Table 53 – Goals Summary

**Goal Descriptions**

1	<b>Goal Name</b>	Residential Rehab and Affordable Housing
	<b>Goal Description</b>	Provide CDBG assistance to low-to-moderate income homeowners for urgent and critical repairs to ensure decent living conditions. Support Lee's Summit Housing Authority in its continuing maintenance of the existing public housing structures
2	<b>Goal Name</b>	Basic Needs for Food, Clothing, etc.
	<b>Goal Description</b>	Provide CDBG assistance to local programs that meet the needs of the homeless, low-to-moderate income persons, children, and persons with disabilities for food, clothing and other essentials for survival.

3	<b>Goal Name</b>	Mental Health/Substance Abuse Counseling
	<b>Goal Description</b>	Continue to support local agencies and programs for mental health and substance abuse counseling.
4	<b>Goal Name</b>	Transportation for Special Needs
	<b>Goal Description</b>	People with special needs who cannot afford or don't have reliable personal transportation face challenges of not being able to receive services they need. Local public service agencies serving these clients often times are not able to serve or make a referral for services elsewhere due to transportation issues. Focus Group on Public Services raised this issue as their major concern as they try to improve their services to these clients.
5	<b>Goal Name</b>	Improved Availability of Public Information
	<b>Goal Description</b>	Through the City's AI and Consolidated Plan public consultation, there was a call for making more information available to the public on fair housing, affordable housing, public services, legal assistance, job training opportunities, alternative transportation, etc. This effort will improve public awareness and access to information, particularly for those with special needs.

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)**

The City of Lee's Summit will not provide CDBG funding for construction of new housing for LMI families. However, through various local programs, some of which will receive CDBG support, existing housing of LMI families and households will benefit from the CDBG program and other resources. The Lee's Summit Housing Authority operates a total of 116 units, which will benefit from the CDBG program as well as other federal funding. According to Lee's Summit Housing Authority's Strategic Plan goals, some additional housing units will be constructed during the next few years. The Minor Home Repair program will assist low/moderate income homeowners for needed repairs. Hillcrest Transitional Housing operates 16 transitional housing units in the City to benefit LMI and homeless families.

## **SP-50 Public Housing Accessibility and Involvement – 91.215(c)**

### **Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)**

Not applicable.

### **Activities to Increase Resident Involvements**

The LSHA works in cooperation with its “residents” in the development of policy and management of the program. Residents participate in the planning process involved with the 5-Year Strategic Plan and Annual Plans. Policy changes and projects that have a direct or indirect impact on residents are discussed at resident meetings. At “pot-luck” dinners each month, LSHA staff members and residents meet to discuss “issues” and develop strategies. LSHA publishes a newsletter which is distributed to residents monthly. The newsletter contains information regarding administration of the housing authority; including implementation of policy changes as promulgated by HUD or discretionary changes by LSHA. The LSHA takes an “open-door” approach to hearing ideas and concerns raised by residents.

### **Is the public housing agency designated as troubled under 24 CFR part 902?**

No

### **Plan to remove the ‘troubled’ designation**

Not applicable.

## **SP-55 Barriers to affordable housing – 91.215(h)**

### **Barriers to Affordable Housing**

The City conducted a comprehensive Analysis of Impediments to Fair Housing Choice in 2018 and 2019. The Analysis revealed no local public policy in place that would hinder affordable housing and residential investment. The Analysis examined local policies, regulations, development standards, processes, procedures and programs and found no obvious evidence of negative effect. Yet, the study identified barriers to fair housing choice that need to be addressed. Fair housing is a significantly broader issue than affordable housing. Affordable housing focuses on affordability of housing based on household income. Fair housing focuses on fair access and equal opportunities for housing, services, education, employment, recreation, community assets, etc. The identified barriers to fair housing choice are not all related to housing nor housing affordability. Furthermore, there is no evidence that these identified barriers are a direct result of public policies.

### **Strategy to Remove or Ameliorate the Barriers to Affordable Housing**

The 2019 AI proposes several strategies to address identified barriers to affordable housing. These strategies take into consideration the need to maintain existing affordable housing stock and promote supply of additional affordable housing to meet the needs of households of all income levels. The City will continue to provide financial assistance to homeowners for needed home repairs to improve their living conditions and assistance to support local public housing authority and transitional housing agency. The City has started and will continue to re-evaluate its current zoning regulations and maintenance code to encourage inclusionary residential development. The City will actively participate in regional strategies for affordability. Efforts will be made to improve availability and access of public information on fair housing and affordable housing.

## **SP-60 Homelessness Strategy – 91.215(d)**

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

Lee's Summit is in the service area of the regional Continuum of Care, the Greater Kansas City Coalition to End Homelessness. According to its most recent annual report, the GKCCEH started implementing its Coordinated Entry (CE) system in 2017 with five Community Hubs across Jackson and Wyandotte Counties where families and individuals experiencing a housing crisis can be screened for housing service needs. This improved the Coalition's ability to more efficiently track homeless persons and pair them with housing and services.

Local public service agencies, including Hope Housing and ReDiscover, are participating in the Coalition to provide services and connection between people in housing crisis and housing and services.

### **Addressing the emergency 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 sustained funding that maintains existing shelters and services, through the allocation of Community Development Block Grant resources to local entities that leverage further resources for that purpose. This includes funds Hillcrest Transitional Housing, Hope House, ReDiscover, and the Lee's Summit Housing Authority. Coordination among different agencies and service providers to assist the homeless and prevent homelessness is the function of the regional CoC.

### **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 Greater Kansas City CoC participating agencies. Financial support through the CDBG program will be made available to maintain the level of appropriate supportive services and the number of units of permanent supportive housing provided by local agencies.

### **Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving**

**assistance from public and private agencies that address housing, health, social services, employment, education or youth needs**

Prevention initiatives play a central role in short and long term strategies to help low-income individuals and families avoid becoming homeless. Local agencies such as Hillcrest Transitional Housing and Hope House that provide housing assistance and emergency shelters have already built into their programs homeless prevention counseling for the people and families they serve.



## **SP-65 Lead based paint Hazards – 91.215(i)**

### **Actions to address LBP hazards and increase access to housing without LBP hazards**

The City does not have specific data regarding the extent of lead-based paint hazard existing in residential units. As the City was conducting its 2019 Analysis of Impediments to Fair Housing Choice, data from the Missouri EPHT Blood Lead Report (ages 0-5): 2013-2017 provided by the Missouri Department of Health and Senior Services indicated that Jackson County was among the lowest percentage of persons tested who had elevated lead levels in their blood. However, the data does not specify the number of local cases.

The City's primary goal is to make all efforts to educate homeowners, renters and landlords regarding the danger of lead-based paint hazard. The City is already enforcing policies under its Minor Home Repair Program where contractors working on residential rehabilitation projects are required to be properly licensed to perform Safe Work Practices to prevent lead-based paint hazards from further contamination and becoming dangers to residents. The CDBG-funded First Time Homebuyer program enforces federally mandated environmental review requirements, including lead based paint inspections. The City will continue to provide educational information regarding lead-based paint hazards to homeowners and home buyers through these programs.

### **How are the actions listed above related to the extent of lead poisoning and hazards?**

The City will continue to implement the following strategies to address lead-based paint hazards.

- Continue public awareness and education campaign
- Continue consultation with the State and County health departments on lead-poisoning cases and prevention efforts
- Continue to conduct lead-based paint inspections, if applicable, on housing structures to be purchased through the First Time Homebuyer program before funds are committed
- Enforce EPA mandates pertaining to the proper licensing of contractors/remodelers performing home repairs in Lee's Summit
- Enforce the Safe Work Practices regulations by closely monitoring work procedures on site of construction
- Obtain proper training and certification for staff, as needed

There is no evidence of serious lead poisoning and existence of hazards. However, the City will continue with the practices already in place.

### **How are the actions listed above integrated into housing policies and procedures?**

The City's Development Services Department has the responsibility of educating the community about the hazards presented by lead-based paint. Additionally the First-time Homebuyer and Minor Home

Repair Programs, both funded by the CDBG program, actively seek to identify homes where the risk of lead hazard may be present. To qualify as a first time homebuyer, any home built before 1978 must pass a deteriorated paint inspection. Any failed inspection mandates the application of HUD regulations regarding the abatement of lead-based paint prior to the dispensation of the grants associated with the program. For any Minor Home Repair Program project, Lead Safe Work Practices are required to be utilized by all certified contractors.

## **SP-70 Anti-Poverty Strategy – 91.215(j)**

### **Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families**

The City will continue to utilize CDBG program funds to help leverage local resources and assist local agencies and programs to sustain services critical to the residents and families who are struggling financially, physically and mentally. These programs primarily help LMI persons and families to prevent homelessness, to obtain life skills, to function as normal persons in a family or in the society, to have decent living conditions, and, for some, to move themselves out of poverty situation. While it is impossible to know the actual number of poverty-level families will be reduced through these programs, it is obvious that almost all programs the City's CDBG program supports focus on helping LMI persons and families.

### **How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan**

Lee's Summit has been taking a rather comprehensive approach to address poverty in our community. This approach utilizes the efforts of a wide range of agencies and organizations and funding from a wide variety of sources. Programs such as social services to meet the basic needs of LMI individuals and families, shelter and counseling for domestic violence victims, free food for chronically hungry school children, mental health services for children and adults, services for abused children, and counseling for adults with substance addiction. This cooperation between the City and local not-for-profits and faith-based organizations continues to grow. In recent years, new services have started to expand into Lee's Summit due to increase in need.

The City makes every effort to coordinate the implementation of its existing affordable housing programs—the First-Time Homebuyer Program, Minor Home Repair Program, and Lee's Summit Social Services—with social service agencies involved in providing housing services to populations that are of low and very low income.

### **SP-80 Monitoring – 91.230**

**Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

**SPECIAL NOTE: THE FOLLOWING SECTIONS ARE RESERVED FOR THE 2020-2021 ANNUAL ACTION PLAN CONTENTS. THE ANNUAL ACTION PLAN HAS NOT BEEN DEVELOPED AS OF THIS VERSION.**

## **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	350,000	0	1,000	351,000	0	Expected CDBG fund allocation from HUD for Program Year 2020-2021, plus unused funds from prior year activities. No program income is expected.
General Fund	public - local	Admin and Planning	60,000	0	0	60,000	0	Staff administering the CDBG program will be partially funded with CDBG grant, not exceeding the allowable 20% of the CDBG annual grant amount. The remainder of staff time cost will be covered with the City's general fund.
Public Housing Capital Fund	public - federal	Housing	153,000	0	0	153,000	0	Lee's Summit Housing Authority anticipates that HUD public housing capital improvement fund to the agency will be the same amount as last year's.

**Table 54 - 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 will leverage other resources for most of the services and programs that the CDBG program assists. For CDBG administration, the City will cover a portion of the administrative cost with its general fund. Lee's Summit Housing Authority projects leverage other federal funds for capital expenses. Other subrecipients combine CDBG allocations with a variety of resources, including in-kind donations, local grants, local churches, local charities, private foundations, private fundraising, 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**



# 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

Table 55 – Goals Summary

### Goal Descriptions

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

### Projects

#	Project Name

Table 56 – Project Information

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

**AP-38 Project Summary**  
**Project Summary Information**

## **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**

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>

**Table 57 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

### **Discussion**

## Affordable Housing

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

#### Introduction

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

**Table 58 - One Year Goals for Affordable Housing by Support Requirement**

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

**Table 59 - One Year Goals for Affordable Housing by Support Type**  
**Discussion**

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

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

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

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

### **Discussion**

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

### **Introduction**

**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**

**Addressing the emergency shelter and transitional housing needs of homeless persons**

**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**

**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**

### **Discussion**

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

### **Introduction:**

**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**

### **Discussion:**



## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

**Actions planned to address obstacles to meeting underserved needs**

**Actions planned to foster and maintain affordable housing**

**Actions planned to reduce lead-based paint hazards**

**Actions planned to reduce the number of poverty-level families**

**Actions planned to develop institutional structure**

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

### **Discussion:**

## Program Specific Requirements

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

#### Introduction:

#### 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
  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
  3. The amount of surplus funds from urban renewal settlements
  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.
  5. The amount of income from float-funded activities
- Total Program Income

#### Other CDBG Requirements

1. The amount of urgent need activities

### Appendix - Alternate/Local Data Sources

<b>1</b>	<b>Data Source Name</b> Rent Paid
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	<p><b>List the name of the organization or individual who originated the data set.</b></p> <p>U.S. Census Bureau</p>
	<p><b>Provide a brief summary of the data set.</b></p> <p>2009-13 ACS</p>
	<p><b>What was the purpose for developing this data set?</b></p> <p>Newer data.</p>
	<p><b>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</b></p> <p>Geographic coverage is the same as that for Table 29--Rent Paid (2007-2011 ACS), this is simply newer data.</p>
	<p><b>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</b></p> <p>2009-2013.</p>
	<p><b>What is the status of the data set (complete, in progress, or planned)?</b></p> <p>Complete.</p>
<b>2</b>	<p><b>Data Source Name</b></p> <p>Fair Market Rents</p>
	<p><b>List the name of the organization or individual who originated the data set.</b></p> <p>Department of Housing and Urban Development (HUD).</p>
	<p><b>Provide a brief summary of the data set.</b></p> <p>Fair Market Rents (FMRs) for the Kansas City, MO-KS Metro from 2009-2015.</p>
	<p><b>What was the purpose for developing this data set?</b></p> <p>Comparing local FMRs.</p>
	<p><b>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</b></p> <p>Data is comprehensive, provided by HUD, and for the subject's region.</p>
	<p><b>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</b></p> <p>2009-2015.</p>
	<p><b>What is the status of the data set (complete, in progress, or planned)?</b></p> <p>Complete.</p>

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

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# CITIZEN PARTICIPATION PLAN

Administrative Amendment

October 2019

City of Lee's Summit, Missouri



**LEE'S SUMMIT**  
MISSOURI



220 SE Green Street  
Lee's Summit, MO 64063

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## **1. Introduction**

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The City of Lee's Summit was designated as an Entitlement Community under the Community Development Block Grant (CDBG) program by the Department of Housing and Urban Development (HUD) in August of 1994. As a result of this designation, the City receives a grant on an annual basis contingent upon Congress approval of the Federal budget.

The primary objective of the CDBG program is the development of viable communities by providing decent housing and a suitable living environment and expanding economic opportunities, primarily for persons of low and moderate income.

Currently, the City's CDBG program is implemented through a process where qualified agencies apply for these funds prior to the start of each program year for eligible projects and activities. The City goes through a selection and fund allocation process to ensure funds are used to achieve the community goals and objectives as established in the five-year Consolidated Plan. The attached process diagram acts as an aid to help you understand the program and the process.

## 2. Background

---

As an Entitlement City of the CDBG program, the City of Lee's Summit, Missouri is required to adopt a citizen participation plan that sets forth the jurisdiction's policies and procedures for citizen participation in accordance with Title 24, Section 91.105 and in compliance with 104(a)(3) of the Housing and Community Development Act of 1974 (42 U.S.C. 5340(A)(3)).

The Citizen Participation Plan sets forth the policies and procedures to be used to solicit and encourage the citizens of Lee's Summit to participate in the identification of community needs, along with the development and implementation of programs utilizing CDBG program funds to address those needs. There are numerous groups particularly targeted for participation, including low- and moderate- income persons, minorities, non-English speaking persons, and persons with disabilities.

As a recipient of these entitlement program funds, the City is required to produce the following documents:

- Consolidated Plan: a strategic plan that is prepared every five years, the Consolidated Plan documents the housing and community development needs of Lee's Summit, and through a process of consultation and public participation, defines strategies to address those needs, and identifies proposed program accomplishments. (24 CFR 91.15)
  - Citizen Participation Plan: An element of the Consolidated Plan that outlines the Entitlement City's commitment to fulfilling HUD requirements encouraging citizen participation in the development of the Consolidated Plan.
- Annual Action Plan: A one-year plan that implements the Consolidated Plan by outlining the City's funding priorities and expected accomplishments. The Annual Action Plan allocates CDBG funding to specific programs and projects that will be undertaken over the course of the upcoming program year. The Annual Action Plan is derived from the Consolidated Plan and is prepared on an annual basis. (24 CFR 91.15)
- Consolidated Annual Performance and Evaluation Report (CAPER): an annual report that summarizes accomplishments in carrying out the CDBG-funded programs and projects, and evaluates performance measures. The CAPER is prepared on an annual basis. (24 CFR 91.520)

### 3. Stages in the Citizen Participation Process

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The Citizen Participation Plan encourages citizens and stakeholders to participate in the development of the Consolidated Plan, the Annual Action Plan, the CAPER, as well as any substantial amendments to the Consolidated Plan and the Action Plan.

#### I. Summary:

Document	Legal Notice	Public Hearing Requirement	Public Review & Comment Period Required	Local Approval Authority
Consolidated Plan with Citizen Participation Plan	15 Calendar Days	2 Public Hearings Annually	30 Calendar Days	City Council
Annual Action Plan	15 Calendar Days	2 Public Hearings Annually	30 Calendar Days	City Council
Consolidated Annual Performance & Evaluation Report	15 Calendar Days	Not Required	15 Calendar Days	Not Required
Substantial Amendments to Consolidated Plan	15 Calendar Days	1 Public Hearing	30 Calendar Days	City Council
Substantial Amendments to Citizen Participation Plan	15 Calendar Days	1 Public Hearing	15 Calendar Days	City Council
Non-substantial Amendments to Consolidated Plan and Action Plan	Not Required	Not Required	Not Required	Administrative

#### II. Consolidated Plan:

There are several requirements for the city to encourage citizen participation in the development of the Consolidated Plan. In particular, the City initially shall pursue the participation by low- and moderate-income persons along with all other residents and stakeholders in the community. This is implemented in accordance with the guidance provided by HUD Regulation 24 *CFR 91.105*. In order to reach this goal, the City of Lee's Summit shall complete the following items:



1. Publish a statement of intent and notice of public hearing on an annual basis in the local newspaper of greatest circulation at least fifteen (15) days prior to the public hearing.
2. Hold a minimum of two public hearings inviting public input on the Needs Assessment, Proposed Activities, and Strategy portions of the Consolidated Plan.
3. Provide information to social service agencies, housing agencies, and other non-profit organizations regarding the program and invite input.
4. Upon the completion of a draft, publish a notification of the Consolidated Plan's availability in the local newspaper of greatest circulation inviting public comment for a period no less than thirty (30) calendar days.
5. Make copies of the proposed Consolidated Plan available through the Lee's Summit City webpage, at public libraries, government offices, and other public places such as the Chamber of Commerce, and Lee's Summit Social Services.
6. Prepare a summary of public comments accepted into the plan along with public comments not accepted in to the plan along with reasons.
7. Adoption of the Consolidated Plan shall be the responsibility of the City's governing body.
8. Submit the adopted Consolidated Plan to HUD at least 45 days prior to the start of the following Program Year. (*24 CFR 91.15*)

### III. Annual Action Plan:

The Annual Action Plan for the first Program Year of a new Consolidated Plan cycle is prepared simultaneously with the Consolidated Plan, and therefore follows the same process. In accordance with HUD Guideline *24 CFR 91.15*, the Annual Action Plans following the initial Consolidated Plan year shall follow the requirements below:

1. Publish a statement of intent and notice of public hearing in the local newspaper of greatest circulation at least fifteen (15) days prior to the public hearing. Included information should also include the expected amount of CDBG assistance, the amount of program income to be available, and the range of activities to be undertaken.
2. Hold a minimum of two public hearings inviting input on the Needs Assessment, Proposed Activities, and Strategy portions of the Annual Action Plan. One will occur at the beginning of the Program Year and the other near the midpoint.

3. Provide information to social service agencies, housing agencies, and other non-profit organizations regarding the program and invite input.
4. Upon its completion, publish a summary of the Annual Action Plan in the local newspaper of greatest circulation inviting public comment for a period no less than thirty (30) calendar days.
5. Make copies of the proposed Annual Action Plan available through the Lee's Summit City webpage, at public libraries, government offices, and other public places such as the Chamber of Commerce, and Lee's Summit Social Services.
6. Prepare a summary of public comments accepted into the plan along with public comments not accepted in to the plan along with reasons.
7. Adoption of the Annual Action Plan shall be the responsibility of the City's governing body.
8. Submit the adopted Annual Action Plan to HUD at least 45 days prior to the start of the following Program Year.

#### IV. Consolidated Annual Performance & Evaluation Report(CAPER):

The final aspect of citizen participation is in regard to the assessment of performance of the program. Each CAPER identifies the final budget expenditure and performance results for each Annual Action Plan activity from the currently completed program year and any outstanding activities from prior program years. To meet HUD Guidelines outlined in *24 CFR 91.520*, the City will adhere to the following process:

1. Publish a statement of intent and notice of public hearing in the local newspaper of greatest circulation at least fifteen (15) calendar days prior to the public hearing.
2. Hold public hearing(s) inviting input regarding the performance report, officially titled CAPER, for the previous program year.
3. Public comments will be accepted for a period of not less than fifteen (15) calendar days on the draft CAPER. Any comments received either written or orally at the public hearing, and during the public comment period, shall be considered in preparing the final performance report. A summary of these comments or views and a summary of the views not accepted and the reasons therefore shall be attached to the final report.
4. The final report shall be submitted to HUD no later than 90 days after the end of each program year.

## V. Amendments to the Consolidated Plan and Annual Action Plan:

From time to time it may be necessary for the City to amend the Consolidated Plan or an Annual Action Plan to allow for new or modified CDBG projects or activities. HUD Regulation 24 *CFR 91.505* requires an amendment when the following occurs:

1. To substantially change the City's fund allocation priorities or the method of fund distribution;
2. To carry out an activity not previously included in the adopted Annual Action Plan, using funds from any program or activity covered by the Consolidated Plan, which shall be considered a substantial change; or
3. To substantially change the purpose, scope, location, or beneficiaries of an activity approved as part of the Annual Action Plan.

HUD Regulation 24 *CFR 91.505 (b)* requires the City to identify the criteria used to determine if a proposed action will be a Substantial Amendment. The criteria to determine what actions constitute a substantial change shall be as follows:

1. A substantial change in regard to V.1. above will occur in the event that the process of citizen input or decision making is significantly altered such as including alternative means of input, revision of program year dates, or redefining the decision making body.
2. A substantial change in regard to criteria V.2. will occur in the event that a new activity is proposed by any party to be undertaken and has not previously been approved by the adopted Annual Action Plan.
3. A substantial change in regard to criteria V.3. above will occur in the event that:
  - i. An approved activity is significantly altered in scope that as a result of changes, the overall purpose of the approved activity or results in an expansion of the activity's original budget by more than 50%;
  - ii. An approved activity is significantly altered to include new project *elements* not previously approved, constituting more than 50% of the project;

- iii. The location of the approved activity is significantly altered to a different facility or type of structure; or
- iv. The beneficiaries are significantly altered by excluding a group previously considered to be a beneficiary group of the approved activity.

Once a substantial change has been determined, the City will adhere to the following procedure in accordance to HUD Guidelines *24 CFR 91.105, 24 CFR 91.115*:

1. Publish a statement of intent and notice of public hearing in the local newspaper of greatest circulation at least fifteen (15) days prior to the public hearing.
2. Hold a public hearing inviting input regarding the proposed amendment.
3. Accept public comments for a period not less than thirty (30) calendar days on the substantial amendment before the amendment is implemented.
4. Any comments received either written or orally at the public hearing and during the thirty (30) calendar day comment period shall be considered in preparing the substantial amendment. A summary of these comments or views and a summary of the views not accepted and the reasons therefore shall be attached to the final amendment. The draft amendment shall be presented to the City's governing body for adoption by ordinance.
5. The adopted substantial amendment shall be submitted to HUD for recording.

**Non-Substantial Change:** A non-substantial change is defined as any change or alteration that will not constitute a substantial change as defined above under "Substantial Change." Examples of non-substantial change may include:

1. Cancellation of a previously approved activity due to unforeseen circumstances that have caused significant delays or unreasonable cost burdens;
2. Termination of Grant Agreement due to violation of terms and conditions of the agreement;
3. Removal and reallocation of funds remaining after an activity is completed as approved;
4. Recapture of funds remaining from any public service activity after the end of the Program Year; or
5. Increase if activity budget to make up the shortage in order to secure a contract.

The City Staff responsible for overseeing and managing the CDBG Program will have authority to approve and implement non-substantial changes on an as-needed basis as part of the CDBG program administration. The City Staff will seek City Council approval for non-substantial changes, which result in an increase of program funding by 20% or \$3,000, whichever is greater.

## **4. Displacement Policies**

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HUD Guideline *24 CFR 91.225* states jurisdiction is required to submit a certification that it has in effect and is following a residential anti-displacement and relocation assistance plan in connection with any activity assisted with funding under the CDBG. The City of Lee's Summit will discourage projects that involve the displacement of persons. On April 4, 1995, Lee's Summit adopted a policy regarding the displacement of persons in the event that displacement was to occur.

Resolution 95-7 outlines that the City will replace all occupied and vacant low-to-moderate income dwelling units demolished or converted to a use other than as low-to-moderate income dwelling housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974. All replacement housing will be in place within three (3) years of the commencement of the conversion.

## 5. Public Hearings & Access to Records

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### I. Public Hearings:

Per *24 CFR 91.105*, The City of Lee's Summit will conduct two (2) public hearings every year for the development and implementation of the Consolidated Plan and Annual Action Plan. These hearings may take the following formats:

1. a meeting conducted by the City's CDBG Staff open to the general public; primarily for the purposes of introducing the public to the plan development and citizen participation process, presenting to the public information and proposals from draft plans, reviewing program performance, answering questions and gathering input from the public;
2. an open-house style community event open to the general public; primarily for the same purposes as in 1. above;
3. a meeting conducted by a City Council subcommittee; primarily for the purposes of presenting community needs, CDBG program goals, implementation strategies, funding proposals and recommendations, providing opportunities for public comment and forming committee recommendations for City Council consideration; or
4. a City Council meeting.

Normally, one public hearing should be held each year prior to the City Council approval of the Annual Action Plan to solicit public comments on the proposed strategies and allocation of funds. Another public hearing should be held during the program year to provide the public an opportunity to learn how the program has performed.

### II. Adequate Advance Notice:

Advance notice of public hearings will be given with enough time for interested parties to take informed actions. To do, so the City shall follow the procedures outlined below:

1. No less than fifteen (15) calendar days notice will be provided to the public for a public hearing; and
2. Public hearings shall be advertised in the local newspaper of greatest circulation, and will include adequate information regarding the subject and nature of the hearing to encourage informed comment.

### III. Location & Timing:

Public hearings will be held at locations accessible to people with disabilities, with a required notification to the City of five (5) work days prior to the hearing to provide reasonable accommodation. Additionally, public hearings shall be held at times convenient to potential and actual beneficiaries.

### IV. Non-English Speakers:

All public hearings shall be arranged in a manner that ensures the ability of non-English speakers to participate. In the event that a public hearing is planned and it can be reasonably anticipated that non-English speaking resident will attend, the City will make reasonable efforts to designate a volunteer translator if one is available. Otherwise the City, with a minimum of five (5) work days notice prior to the hearing, will hire a translator.

### V. Availability to the Public:

Consolidated Plans as adopted, substantial amendments, and performance reports will be made available for public review during the public comment period. To ensure the accessibility of these documents to all persons, they will be provided at the following locations:

LS City Hall  
220 SE Green Street  
Lee's Summit, Missouri 64063

Gamber Community Center  
4 SE Independence Avenue  
Lee's Summit, Missouri 64063

Lee's Summit City Clerk  
220 SE Green Street  
Lee's Summit, Missouri 64063

Mid-Continent Public Library  
150 NW Oldham Parkway  
Lee's Summit, Missouri 64081

Mid-Continent Public Library  
1000 NE Colbern Road  
Lee's Summit, Missouri 64086

## VI. Access to Records:

In accordance with HUD Guideline *24 CFR 91.200*, the City shall provide that citizens, public agencies, and other interested parties have reasonable and timely access to information and records pertaining to the City's Consolidated Plan, Annual Action Plan, and CDBG projects for a minimum of the preceding five (5) years.

Request for access to records shall adhere to the following process:

1. A written request for access shall be required and shall be submitted to the City Clerk.
2. Legal staff shall review the written request for legality under the Missouri Sunshine Law of 1973.
3. The City must provide a reply within three (3) business days of a request. If the information cannot be provided within the three days, the City must respond with the date the information or records will be available.

## VII. Technical Assistance:

In the event that persons of low-to-moderate income households request assistance in developing proposals for funding assistance under any of the programs covered by the Consolidated Plan, the City will adhere to the following process, in accordance with HUD Guideline *24 CFR 91.105*:

1. Groups and organizations representing persons of low- and moderate-income can request technical assistance in preparing proposals for submitting a request in writing a minimum of two (2) weeks prior to the deadline for proposal submittal.
2. The City's CDBG Administrator will appoint the appropriate staff person to meet with the representatives of such groups and organizations to provide adequate levels of technical assistance as appropriate. Cost estimates and levels of funding will not be provided as part of the technical assistance.



3. Technical assistance will not include administrative support (such as typing, copies, etc.) and will simply involve acting as a consultant in refining the proposal's scope.

A request for technical assistance should be made to the CDBG Program Administrator at the Lee's Summit Development Services, located at 220 SE Green Street, Lee's Summit, Missouri 64063

## 6. Complaints

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The CDBG Administrator for the City of Lee's Summit shall accept complaints at any time during the course of the CDBG program year. In the event that a citizen complaint is received regarding the Consolidated Plan, Annual Action Plans, Performance Reports, the Citizen Participation Plan, or Plan Amendments, the City of Lee's Summit will adhere to the following process, per HUD Guideline *24 CFR 91.115*:

1. Complaints must be submitted in writing to the City's Development Services, and contain a concise statement of the complaint and an explanation of the action desired.
2. All complaints will be initially responded to in a timely, substantive written response in fifteen (15) calendar days, and resolved, if possible, within thirty (30) calendar days.

## 7. Summary of CDBG Program Year

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The City’s program year corresponds to the City’s fiscal year, which runs from July 1 to June 30 of each year. Although the dates included in the table below represent a typical Program Year, all are subject to variation or change.

Lee’s Summit Generalized Program Year Schedule	
July	<ul style="list-style-type: none"> <li>· 1st: Program Year Begins</li> <li>· CAPER Process Begins</li> </ul>
August	<ul style="list-style-type: none"> <li>· Publish CAPER Public Notice Draft Availability</li> </ul>
September	<ul style="list-style-type: none"> <li>· 15-Day Public Comment Period for CAPER</li> <li>· CAPER Submitted to HUD</li> </ul>
October	<ul style="list-style-type: none"> <li>·</li> </ul>
November	<ul style="list-style-type: none"> <li>·</li> </ul>
December	<ul style="list-style-type: none"> <li>· Annual Action Plan Process Begins</li> </ul>
January	<ul style="list-style-type: none"> <li>· Request for Funding (RFFs) Due</li> <li>· Review and Prioritization of RFFs</li> </ul>
February	<ul style="list-style-type: none"> <li>· Preparation of Draft Annual Action Plan with Grant Allocation Recommendations</li> </ul>
March	<ul style="list-style-type: none"> <li>· 30-Day Public Comment Period Begins</li> <li>· Public Hearing</li> </ul>
April	<ul style="list-style-type: none"> <li>· Preparation of Final Annual Action Plan</li> </ul>
May	<ul style="list-style-type: none"> <li>· Adoption of Annual Action Plan by ordinance by Governing Body</li> <li>· Action Plan submitted to HUD by May 15th</li> </ul>
June	<ul style="list-style-type: none"> <li>· 30th: End of Annual Action Plan Year</li> </ul>

## 8. Glossary

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Area Median Income: an index of median family income by household size determined annually by HUD surveys of major metropolitan areas.

Community Development Block Grant: A HUD program that provides communities with financial resources to address needs identified by HUD to include a suitable living environment, affordable housing, economic opportunities, and homelessness.

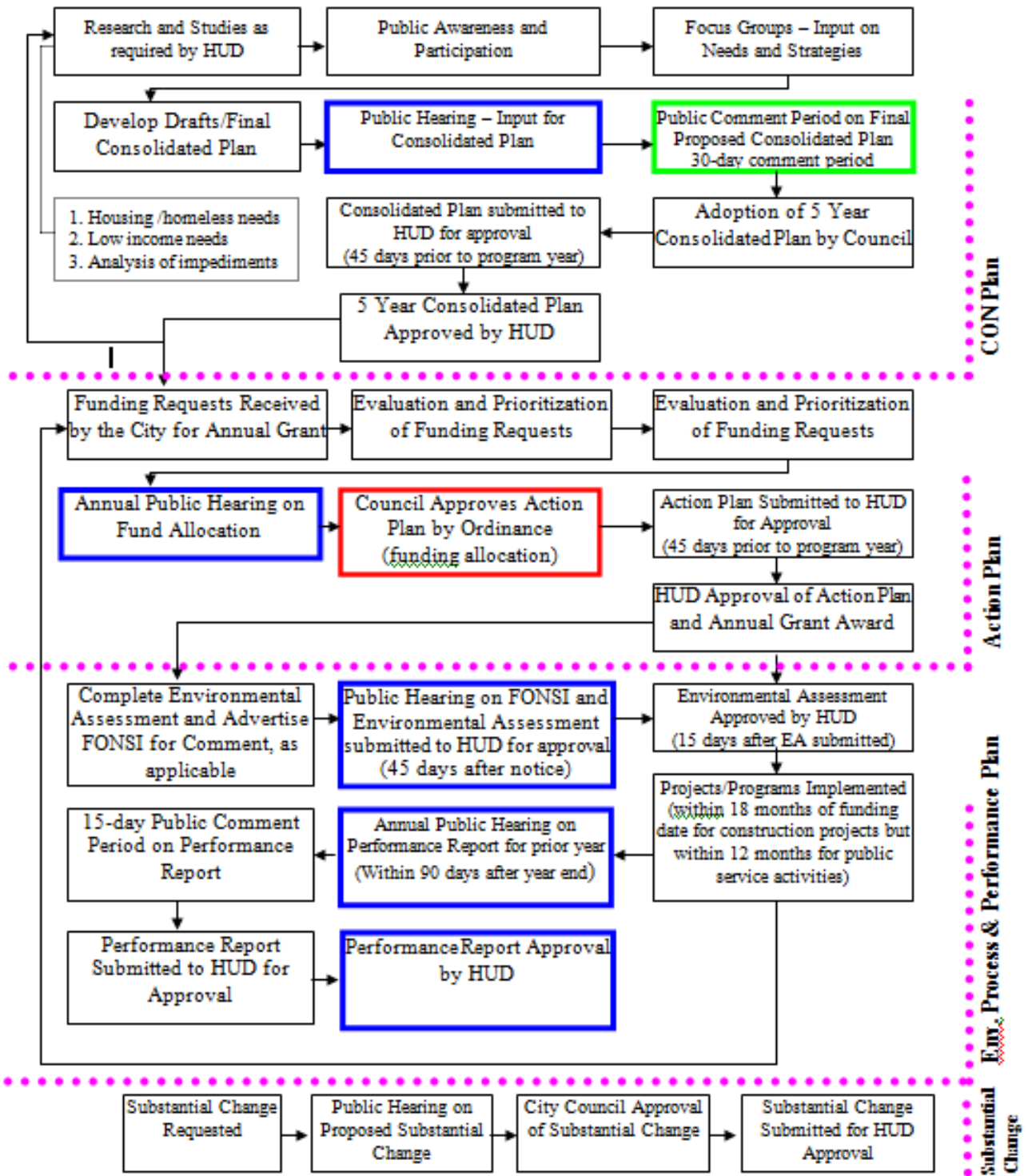
Low- and Moderate-Income Households: households earning less than 80% of the area median family income. They are broken down into the following income designations:

- Very Low-Income: Households with incomes 30% and below the area median family income, adjusted for household size.
- Low-Income: Households with incomes between 31% and 50% of the area median family income, adjusted for household size.
- Moderate-Income: Households with incomes between 51% and 80% of the area median family income, adjusted for household size.

Program Year: A 12-month cycle during which the CDBG funds are allocated and expended on the program and projects.

U.S. Department of Housing and Urban Development (HUD): A cabinet-level federal agency with a mission to increase homeownership, support community development, and increase access to affordable housing free of discrimination.

**CONSOLIDATED PLAN, ANNUAL ACTION PLAN, CAPER AND SUBSTANTIAL AMENDMENT PROCESS DIAGRAM**



## Packet Information

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**File #:** 2019-3125, **Version:** 2

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Discussion on alternative approaches to the Minor Home Repair Program

Issue/Request:

A discussion regarding a staff proposal for Truman Heritage Habitat for Humanity (THHFH) to use Community Development Block Grant funds to offer to Lee's Summit qualified homeowners a home repair program in place of the City's Minor Home Repair program.

Key Issues:

The CDBG program addresses three national objectives; Benefit to low- and moderate- income (LMI) persons; Aid in the prevention or elimination of slums or blight; and Meet a need having a particular urgency (referred to as urgent need). The program is administered locally with community goals and objectives identified during the Consolidated Plan (CON PLAN) process and implemented through Annual Action Plans (AP). Home repairs have been an identified need in multiple CON PLANS and a Minor Home Repair (MHR) program has been a part of many APs.

This discussion is a review of the current MHR program and a proposed alternative to addressing the home repair need.

The THHFH has a growing interest in expanding their program in Eastern Jackson County communities by working together with cities to maximize the effectiveness and benefit of their CDBG and HOME funds. Due to the nature and operation of their program, there is opportunity to save time and money, as well as provide a benefit to more homeowners, when compared to the City's current MHR program.

The presentation and discussion will provide further details about the similarities, differences, and benefits of each program.

Background:

Several years ago, THHFH presented a similar proposal to CEDC to allow the City to transfer its MHR funds to the then THHFH's "A Brush With Kindness (ABWK)" home repair program. The proposal at the time was more restrictive than the current proposal, and was not endorsed by the decision-making body.

Impact/Analysis:

The two programs will be examined closely in terms of their impact, efficiency and effectiveness.

Timeline:

Start: 2020

Finish: 2024

Christina Leaky, President/CEO, Truman Heritage Habitat for Humanity

Ryan Elam, Director of Planning Services

Heping Zhan, Assistant Director of Planning and Special Projects

Recommendation: Staff is seeking Committee feedback and support for the proposal.

Committee Recommendation: [Enter Committee Recommendation text Here]

## Packet Information

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**File #:** TMP-1416, **Version:** 1

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An Ordinance amending Chapter 19 Parks and Recreation of the Code of Ordinances of the City of Lee's Summit dealing generally with removing references to the Beautification Commission and Tree Board, incorporating new definitions and modifying existing definitions, and amending language related to curfew in parks and as well as language regarding the prohibition of animals at the municipal pool.

Issue/Request:

An Ordinance amending Chapter 19 Parks and Recreation of the Code of Ordinances of the City of Lee's Summit dealing generally with removing references to the Beautification Commission and Tree Board, incorporating new definitions and modifying existing definitions, and amending language related to curfew in parks and as well as language regarding the prohibition of animals at the municipal pool.

Key Issues:

- Change in responsibility of Beautification Commission and Tree Board prompted changes to Parks and Recreation chapter of the Code of Ordinances
- Parks and Recreation Board took the opportunity to review the entire chapter and identified the following areas in need of modification or update.
  - o Removal of sections related to Beautification Commission and Tree Board
  - o Addition of language to address the use of e-bikes in the park system
  - o Updates to language for compliance with Americans with Disabilities Act law and the Parks Department's Other Power Driven Mobility Device (OPDMD) Policy
  - o Addition of language to address curfew in the event of YSA activities
  - o Addition of language to address special events at Summit Waves (end of year Pooch Paddle)

Proposed Committee Motion:

I move to recommend to City Council approval of an Ordinance amending Chapter 19 Parks and Recreation of the Code of Ordinances of the City of Lee's Summit dealing generally with removing references to the Beautification Commission and Tree Board, incorporating new definitions and modifying existing definitions, and amending language related to curfew in parks and as well as language regarding the prohibition of animals at the municipal pool.

Background:

During the FY 2020 budget process, the City of Lee's Summit determined to re-align responsibilities associated with the Beautification Commission, removing the activities from the Parks and Recreation Department and placing the Commission under Cultural Arts in the Administration Department. This change made it necessary to remove the provisions regarding the Beautification Commission and the Tree Board, which is under the governance of the Beautification Commission, from the Parks and Recreation chapter of the Code of Ordinances.

The Parks and Recreation Department took the opportunity to review the remainder of the Chapter in light of the need



for these revisions. Several items were identified as in need of update by an Ad Hoc Committee of the Park Board. The Ad Hoc Committee focused significantly on the current provisions regarding self propelled vehicles in parks, because, as the Ordinance is currently written, e-bikes are technically not allowed within the Parks system. However, the Committee acknowledged their increased presence and the benefits they provide to recreation and patrons, and felt it was important to modify the current Ordinance to accommodate their use within reason. Additionally, the Ad Hoc Committee discussed the importance of updating the Ordinance to ensure it was compliant with federal ADA laws and the Parks Department's Other Power Driven Mobility Device (OPDMD) Policy, which governs the use of motorized vehicles for individuals with disabilities.

The Ad Hoc Committee created a set of recommendations based on the discussions, which were presented to the full Park Board at its' July 24, 2019 meeting.

Following is a summary of the proposed changes:

- Deletion of all sections related to Beautification Commission and Tree Board
- Incorporation of a new definition of Self-Propelled Vehicle to address the increased use of e-bikes within LSPR's parks and trails system, as well as a definition of "operate" to allow for certain devices to be in the parks system as long as their operability is limited.
- Updates to the provision regarding the use of Self-Propelled Vehicles to conform to the new definition and to address LSPR's OPDMD policy and requirements under the Americans with Disabilities Act.
- Addition of language to the curfew in parks section to identify that written agreements with entities such as youth sports associations may be an exception, with prior authorization.
- Addition of language to the prohibition of animals at the municipal pool to provide the ability for limited events to be authorized and not in violation of the law, such as the annual Pooch Paddle.

After considering the proposed revisions, the Park Board voted unanimously to recommend to the City Council the revisions be adopted and incorporated into the Code of Ordinances. A track changes version of the Parks and Recreation chapter of the Code of Ordinances has been attached to this packet to identify all proposed changes.

To address the provisions dealing with the Beautification Commission, which have been removed from the Parks and Recreation Chapter, a new Division is proposed in this Ordinance to be placed in Chapter 2 - Administration, Article V. Boards and Commissions. The provisions relating to trees are expected to be addressed at the next scheduled Public Works Committee meeting.

Impact/Analysis:

No budgetary impact.

Jackie McCormick Heanue, Superintendent of Legal Services and Human Resources

Recommendation: Staff recommends approval of an Ordinance amending Chapter 19 Parks and Recreation of the Code of Ordinances of the City of Lee's Summit dealing generally with removing references to the Beautification Commission and Tree Board, incorporating new definitions and modifying existing definitions, and amending language related to curfew in parks and as well as language regarding the prohibition of animals at the municipal pool.

Committee Recommendation: [Enter Committee Recommendation text Here]



## **BILL NO. 19-**

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An Ordinance amending Chapter 19 Parks and Recreation of the Code of Ordinances of the City of Lee's Summit dealing generally with removing references to the Beautification Commission and Tree Board, incorporating new definitions and modifying existing definitions, and amending language related to curfew in parks and as well as language regarding the prohibition of animals at the municipal pool.

WHEREAS, the City of Lee's Summit, Missouri, recently realigned roles and responsibilities related to the oversight of the Tree Board and the Beautification Commission, re-assigning the responsibilities from the Parks and Recreation Department to the Creative Services Division of the Administration Department; and,

WHEREAS, Chapter 19 – Parks and Recreation, of the Code of Ordinances of the City of Lee's Summit, Missouri currently contains sections which are directly related to the Tree Board and the Beautification Commission; and,

WHEREAS, due to the realignment of roles and responsibilities, it is necessary to revise the Code of Ordinances to appropriately reflect the assigned roles related to public trees; and

WHEREAS, several other provisions of Chapter 19 – Parks and Recreation, of the Code of Ordinances of the City of Lee's Summit are in need of update for various reasons, including compliance with Federal and State law and to ensure consistency and accuracy in enforcement of regulations pertaining to parks; and

WHEREAS, the Parks and Recreation Board of the City of Lee's Summit has proposed recommended changes to Chapter 19 – Parks and Recreation, of the Code of Ordinances of the City of Lee's Summit to address these needs; and,

WHEREAS, the City Council wishes to accept the recommendation of the Parks and Recreation Board and adopt the same for incorporation into the Code of Ordinances of the City of Lee's Summit.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF LEE'S SUMMIT, MISSOURI, as follows:

SECTION 1. That Section 19-1. Definitions of Article I. In General, in Chapter 19. Parks and Recreation, of the Code of Ordinances of the City of Lee's Summit, Missouri be and the same is hereby amended by incorporating the following language to read as follows:

***Operate shall mean to utilize, control, or cause the functioning of the engine, motor, or other automatic means of a self-propelled vehicle, but does not include solely using manual or physical intervention to maneuver or otherwise control the device.***

***Self-Propelled Vehicle shall mean any device capable of being propelled solely by its' own engine, motor or other automatic means without the physical intervention of the user.***

SECTION 2. That Section 19-81. Curfew in parks, of Article III. Regulations for Use of Municipal Recreation Facilities, in Chapter 19. Parks and Recreation of the Code of Ordinances of the City of Lee's Summit, Missouri be and the same is hereby amended by incorporating the following

## BILL NO. 19-

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language, in ***bold italics***, to read as follows:

Sec. 19-81. Curfew in parks.

It shall be unlawful for any person to be or remain upon any public park in the City between the hours of 11:00 p.m. and 5:00 a.m. unless such person is a member of a group, association or organization using such park facilities for a particular purpose, provided a representative of the group, association or organization has first obtained a permit from ***or otherwise has a written agreement with*** the Parks and Recreation Department for such purposes. The Parks and Recreation Department shall grant such permit ***or enter into such agreement*** if it appears that the group, association or organization will not interfere with the general use of the park by the individual members of the public and if the group, association or organization meets all other conditions and regulations for use of such public park as enacted by the Parks and Recreation Board.

SECTION 3. That Section 19-82. Use of self-propelled vehicles in public parks or on City property, of Article III. Regulations for Use of Municipal Recreation Facilities, in Chapter 19. Parks and Recreation of the Code of Ordinances of the City of Lee's Summit, Missouri be and the same is hereby amended as follows, in ***bold italics***:

Sec. 19-82 Use of ***Self-Propelled Vehicles*** in public parks or on City property.

***Except as required by relevant provisions of Federal and/or state law, including, but not limited to the Americans with Disabilities Act,*** it shall be unlawful for any person to operate ~~motorscooters, motorbikes, motorcycles or~~ any ~~other~~ ***Self-Propelled Vehicle*** within any public park of the City except upon regular driveways or parkways set aside for vehicular traffic or upon areas in such parks or public places designated specifically for ~~motorscooter, motorbike, motorcycle, or~~ ***Self-Propelled Vehicle*** use.

SECTION 4. That Section 19-102. Animals prohibited, of Article III. Regulations for Use of Municipal Recreation Facilities, in Chapter 19. Parks and Recreation of the Code of Ordinances of the City of Lee's Summit, Missouri be and the same is hereby amended by incorporating the following language, in ***bold italics***, to read as follows:

Sec. 19-102 Animals prohibited.

***Except as authorized in writing by the Administrator of Parks and Recreation,*** it shall be unlawful at all times for any person to place in the waters of the municipal swimming pool any dogs or other animals of any kind or cause or to suffer any dogs or any animals of any kind to enter or be therein.

SECTION 5. That Sections 19-200 through 19-222 of Article IV. Beautification Commission, in Chapter 19. Parks and Recreation of the Code of Ordinances of the City of Lee's Summit, Missouri be and the same are hereby repealed.

SECTION 6. That a new Division 3 be established under Chapter 2. Administration, Article V. Boards and Commissions which shall read as follows:

***Division 3. Beautification Commission.***

**BILL NO. 19-**

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**Sec. 2-281. - Creation and establishment.**

*The Beautification Commission shall coordinate and promote projects for the beautification of the City.*

**Sec. 2-282. - Composition; qualifications of members.**

*The Beautification Commission shall consist of nine (9) members, citizens and residents of this City, who shall be appointed by the Mayor with the advice and consent of a majority of the Council.*

**Sec. 2-283. - Term of office.**

*The terms of the nine (9) members shall be for three (3) years commencing from the date of appointment and until their successors are duly appointed and qualified.*

**Sec. 2-284. - Compensation.**

*Members of the Commission shall serve without compensation.*

**Sec. 2-285. - Duties and responsibilities.**

*It shall be the responsibility of the Commission to study, investigate, counsel and develop and/or report periodically to the Council projects which may add to the beauty and character of the City of Lee's Summit. In developing its recommendations, the Commission shall seek input from the public and members of the community in a manner deemed by the Commission to provide an opportunity for input by the public and community. The Commission, when requested by the City Council, shall consider, investigate, make findings, report and recommend upon any special matter or question coming within the scope of its work.*

**Sec. 2-286. - Operation.**

*The Commission shall choose its own officers, make its own rules and regulations and keep a journal of its proceedings. A majority of the members shall be a quorum for the transaction of business.*

SECTION 7. That this ordinance shall be in full force and effect from and after the date of its passage, adoption, and approval by the Mayor.

PASSED by the City Council of the City of Lee's Summit, Missouri, this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Mayor William A. Baird

ATTEST:

\_\_\_\_\_  
City Clerk Trisha Fowler Arcuri

**BILL NO. 19-**

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APPROVED by the Mayor of said city this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Mayor *William A. Baird*

ATTEST:

\_\_\_\_\_  
City Clerk *Trisha Fowler Arcuri*

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney *Brian W. Head*

## Packet Information

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**File #:** 2019-3067, **Version:** 1

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City Support for Amendments to the Missouri Community Improvement District (CID) Act Regarding Location of CID-Funded Public Improvements.

Issue/Request:

This item is to inform the Committee of an action that the Legislative and Intergovernmental Relations Committee approved on September 16, 2019, which authorized staff to pursue amendments to the Missouri CID Act to authorize CID funding for public improvements outside the boundaries of a CID if the public improvements have a direct and substantial benefit to the properties in the CID area.

Key Issues:

The CID Act prohibits a CID from funding public improvements outside the boundaries of a CID. This creates problems with achieving a validly signed CID petition in many cases, and can cause developers to take extraordinary and artificial steps to meet the petition signing requirements. This can also cause jurisdictional issues which require extraordinary measures to solve.

Proposed Committee Motion:

No motion required; informational item following Legislative Committee action in September.

Background:

The Missouri Community Improvement District Act (CID Act) contains the restriction that all public improvements funded by a CID must be physically located within the geographic boundaries of the CID. This has caused numerous problems for CIDs throughout the state for the following reasons:

1. It creates problems with achieving a validly signed CID petition.
2. It can create jurisdictional problems which require extraordinary measures to solve.

The attached memorandum from the Law Department explains the concerns in more detail. This statutory restriction causes unique problems for the Paragon Star project in particular, and a change in the state statute would address the problem.

Impact/Analysis:

The proposed CID Act amendments present no financial or other impacts for the City. The proposed amendments would address the concerns for all CIDs in the City and also throughout the state.

Timeline:

Staff would pursue the amendments during the 2020 Missouri legislative session that starts on January 9, 2020 and ends on May 17, 2020.

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**File #:** 2019-3067, **Version:** 1


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David Bushek, Chief Counsel of Economic Development and Planning

Recommendation:

Committee Recommendation: [Enter Committee Recommendation text Here]



	<b>City of Lee's Summit Law Department Memorandum</b>	
	<b>To:</b>	Legislative & Intergovernmental Relations Committee; Community & Economic Development Committee
	<b>From:</b>	David Bushek, Chief Counsel of Economic Development & Planning
	<b>Date:</b>	September 6, 2019
	<b>Re:</b>	Proposed CID Act Amendment to allow CIDs to fund improvements outside CID boundaries

**Issue:** The Missouri Community Improvement District Act (CID Act) contains the restriction that all public improvements funded by a CID must be physically located within the geographic boundaries of the CID. This has caused numerous problems for CIDs throughout the state for the following reasons:

**1. It creates problems with achieving a validly signed CID petition.**

- Many CID-funded public improvements are streets and associated improvements (utilities, stormwater features, curbs and gutters) that are located at the perimeter of a project that uses a CID. As a result, the boundaries of the CID must be expanded beyond the project boundaries and across the street to geographically include the improvements within the CID area.
- This shape of the CID brings property owners into the CID area that are not connected with the project, because persons who own property adjacent to a street actually own fee title to the land under the street to the centerline of the street.
- A valid CID petition must be signed by more than 50% per capita (headcount) and more than 50% measured by assessed value of all properties within the proposed CID area. The unintended consequence of adding adjacent streets is that it also adds property owners to the CID area. This artificially makes it more difficult to achieve the 50% per capita (headcount) requirement to file a valid CID petition.
- This has caused developers to take extraordinary and artificial steps in order to meet the 50% per capita (headcount) signing requirement. For example, in a CID that would have only one property owner, adding an adjacent street might bring in two additional property owners who are located across the street. To meet the 50% per capital signing requirement, developer creates two new small parcels within the project which are owned by entities that are controlled by developer, in order to have a majority of the

property owners by headcount (3 of 5) sign the CID petition so it can be filed with the City.

**2. It can create jurisdictional problems which require extraordinary measures to solve.**

- Restricting CID public improvements to include only improvements within the geographic boundaries of the CID can cause unintended jurisdictional issues in certain situations.
- The Paragon Star project includes a CID and a transportation development district (TDD). The boundaries of the CID are limited to the property located in the City of Lee's Summit. Certain streets and parking lots being constructed for the Paragon Star project will be located in Kansas City. It was the City's original intention to have the CID own and maintain all of the streets and parking lots for the project. However, since certain streets and parking lots are outside Lee's Summit and therefore outside the CID boundaries, we had to take special measures to have the TDD own and pay for maintenance of the streets and parking lots that are in Kansas City. This split in the maintenance responsibilities between the CID and TDD also requires special contract provisions to coordinate for maintenance work. All of these special measures would not be needed if the CID could fund improvements that are outside its boundaries but which benefit the CID area.

**Solution:** Amend the CID Act so that a CID can fund public improvements which are outside the CID boundaries but which provide a direct and substantial benefit to the properties within the CID area. The proposed CID Act amendments to implement this solution are attached.

- This is a reasonable approach and still ensures that CID revenues are expended on public improvements that benefit the properties in the CID area.
- This approach is already legally allowed in TDDs, in tax increment financing plans, in neighborhood improvement districts, in special benefit districts, and in other types of public funding mechanisms in Missouri. The proposed amendments would bring CIDs in line with all other types of public funding tools in the state.

**Request:** Authorize City staff to work with the City's lobbyist to seek an amendment to the CID Act during the 2020 Missouri legislative session to achieve the attached amendments.

## Proposed CID Act Amendment

Proposed revisions are shown by underline and ~~strikethrough~~

### **Powers of district--reimbursement of municipality--limitations.**

67.1461. 1. Each district shall have all the powers, except to the extent any such power has been limited by the petition approved by the governing body of the municipality to establish the district, necessary to carry out and effectuate the purposes and provisions of sections 67.1401 to 67.1571 including, but not limited to, the following:

- (1) To adopt, amend, and repeal bylaws, not inconsistent with sections 67.1401 to 67.1571, necessary or convenient to carry out the provisions of sections 67.1401 to 67.1571;
- (2) To sue and be sued;
- (3) To make and enter into contracts and other instruments, with public and private entities, necessary or convenient to exercise its powers and carry out its duties pursuant to sections 67.1401 to 67.1571;
- (4) To accept grants, guarantees and donations of property, labor, services, or other things of value from any public or private source;
- (5) To employ or contract for such managerial, engineering, legal, technical, clerical, accounting, or other assistance as it deems advisable;
- (6) To acquire by purchase, lease, gift, grant, bequest, devise, or otherwise, any real property ~~within its boundaries~~, personal property, or any interest in such property; necessary or convenient to exercise its powers and carry out its duties pursuant to sections 67.1401 to 67.1571;
- (7) To sell, lease, exchange, transfer, assign, mortgage, pledge, hypothecate, or otherwise encumber or dispose of any real or personal property or any interest in such property;
- (8) To levy and collect special assessments and taxes as provided in sections 67.1401 to 67.1571. However, no such assessments or taxes shall be levied on any property exempt from taxation pursuant to subdivision (5) of section 137.100. Those exempt pursuant to subdivision (5) of section 137.100 may voluntarily participate in the provisions of sections 67.1401 to 67.1571;
- (9) If the district is a political subdivision, to levy real property taxes and business license taxes in the county seat of a county of the first classification containing a population of at least two hundred thousand, as provided in sections 67.1401 to 67.1571. However, no such assessments or taxes shall be levied on any property exempt from taxation pursuant to subdivisions (2) and (5) of section 137.100. Those exempt pursuant to subdivisions (2) and (5) of section 137.100 may voluntarily participate in the provisions of sections 67.1401 to 67.1571;
- (10) If the district is a political subdivision, to levy sales taxes pursuant to sections 67.1401 to 67.1571;
- (11) To fix, charge, and collect fees, rents, and other charges for use of any of the following:

- (a) The district's real property, except for public rights-of-way for utilities;
- (b) The district's personal property, except in a city not within a county; or
- (c) Any of the district's interests in such real or personal property, except for public rights-of-way for utilities;

(12) To borrow money from any public or private source and issue obligations and provide security for the repayment of the same as provided in sections 67.1401 to 67.1571;

(13) To loan money as provided in sections 67.1401 to 67.1571;

(14) To make expenditures, create reserve funds, and use its revenues as necessary to carry out its powers or duties and the provisions and purposes of sections 67.1401 to 67.1571;

(15) To enter into one or more agreements with the municipality for the purpose of abating any public nuisance within the boundaries of the district including, but not limited to, the stabilization, repair or maintenance or demolition and removal of buildings or structures, provided that the municipality has declared the existence of a public nuisance;

(16) ~~Within its boundaries, to~~To provide assistance to or to construct, reconstruct, install, repair, maintain, and equip any of the following public improvements which provide a direct and substantial benefit to the district:

- (a) Pedestrian or shopping malls and plazas;
- (b) Parks, lawns, trees, and any other landscape;
- (c) Convention centers, arenas, aquariums, aviaries, and meeting facilities;
- (d) Sidewalks, streets, alleys, bridges, ramps, tunnels, overpasses and underpasses, traffic signs and signals, utilities, drainage, water, storm and sewer systems, and other site improvements;
- (e) Parking lots, garages, or other facilities;
- (f) Lakes, dams, and waterways;
- (g) Streetscape, lighting, benches or other seating furniture, trash receptacles, marquees, awnings, canopies, walls, and barriers;
- (h) Telephone and information booths, bus stop and other shelters, rest rooms, and kiosks;
- (i) Paintings, murals, display cases, sculptures, and fountains;
- (j) Music, news, and child-care facilities; and
- (k) Any other useful, necessary, or desired improvement;

(17) To dedicate to the municipality, with the municipality's consent, streets, sidewalks, parks, and other real property and improvements ~~located within its boundaries~~ for public use;

(18) Within its boundaries and with the municipality's consent, to prohibit or restrict vehicular and pedestrian traffic and vendors on streets, alleys, malls, bridges, ramps, sidewalks, and tunnels and to provide the means for access by emergency vehicles to or in such areas;

(19) Within its boundaries, to operate or to contract for the provision of music, news, child-care, or parking facilities, and buses, minibuses, or other modes of transportation;

(20) Within its boundaries, to lease space for sidewalk cafe tables and chairs;

(21) Within its boundaries, to provide or contract for the provision of security personnel, equipment, or facilities for the protection of property and persons;

(22) Within its boundaries, to provide or contract for cleaning, maintenance, and other services to public and private property;

(23) To produce and promote any tourism, recreational or cultural activity or special event in the district by, but not limited to, advertising, decoration of any public place in the district, promotion of such activity and special events, and furnishing music in any public place;

(24) To support business activity and economic development in the district including, but not limited to, the promotion of business activity, development and retention, and the recruitment of developers and businesses;

(25) To provide or support training programs for employees of businesses within the district;

(26) To provide refuse collection and disposal services within the district;

(27) To contract for or conduct economic, planning, marketing or other studies;

(28) To repair, restore, or maintain any abandoned cemetery on public or private land within the district; and

(29) To carry out any other powers set forth in sections 67.1401 to 67.1571.

2. Each district which is located in a blighted area or which includes a blighted area shall have the following additional powers:

(1) Within its blighted area, to contract with any private property owner to demolish and remove, renovate, reconstruct, or rehabilitate any building or structure owned by such private property owner; and

(2) To expend its revenues or loan its revenues pursuant to a contract entered into pursuant to this subsection, provided that the governing body of the municipality has determined that the action to be taken pursuant to such contract is reasonably anticipated to remediate the blighting conditions and will serve a public purpose.

3. Each district shall annually reimburse the municipality for the reasonable and actual expenses incurred by the municipality to establish such district and review annual budgets and reports of such district required to be submitted to the municipality; provided that, such annual reimbursement shall not exceed one and one-half percent of the revenues collected by the district in such year.

4. Nothing in sections 67.1401 to 67.1571 shall be construed to delegate to any district any sovereign right of municipalities to promote order, safety, health, morals, and general welfare of the public, except those such police powers, if any, expressly delegated pursuant to sections 67.1401 to 67.1571.

5. The governing body of the municipality establishing the district shall not decrease the level of publicly funded services in the district existing prior to the creation of the district or transfer the financial burden of providing the services to the district unless the services at the same time are decreased throughout the municipality, nor shall the governing body discriminate in the provision of the publicly funded services between areas included in such district and areas not so included.

(L. 1998 H.B. 1636 § 7, A.L. 1999 S.B. 20, A.L. 2000 H.B. 1238, A.L. 2003 H.B. 472, A.L. 2004 S.B. 1155)

## Packet Information

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**File #:** 2019-3082, **Version:** 1

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Discussion - City Hall Parking Garage Lighting

Issue/Request:

Discussion: City Hall Parking Garage Lighting

Background:

The City Hall Parking Garage has had several light bulbs replaced as they burn out. The original light fixtures are still in use, and they are being retrofitted with more efficient LED lightbulbs. The original bulbs are 150 watt, metal halide bulbs. The replacement LED bulbs only require 18 watts of electricity to operate at similar light level outputs. A potential challenge with the current light fixture is the textured glass dome that goes over the bulb. The glass dome disperses the light from the LEDs in a different manner than from the metal halide bulbs.

Currently the City is also upgrading the security cameras covering the garage. The project will be underway this month and includes the addition of cameras and license plate readers to the garage. The cameras will cover all portions of the garage and footage will be stored for 30 days.

This item will be a discussion over the lighting levels and general ideas to increase the light levels within the garage.

Ryan A. Elam, Director of Development Services

Staff is seeking recommendations from the committee on items to look further into.

Staff is seeking recommendations from the committee on items to look further into.

## Packet Information

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**File #:** 2019-3079, **Version:** 1

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Status update on 4th & Main Street City downtown parking lot

Issue/Request:

Status update on 4th & Main Street City downtown parking lot

Key Issues:

In August of 2018 the City acquired property located at SE 4th and SE Main Streets. The property is approximately 1/2 acre in size and is being planned for a surface parking lot for downtown parking on a temporary basis. The City's Public Works Department is designing the parking lot improvements and a Phase 2 environmental site assessment is being performed. The Public Works Department anticipates bidding the parking lot improvement project during the winter 2019-2020 with a proposed construction completion of Spring of 2020. Although not fully designed at this time, the City anticipates the parking lot will accommodate 38 parking spaces.

Proposed City Council Motion:

No motion necessary - informational only

Timeline:

Start: Project bid: Winter of 2019-2020

Finish: Spring of 2020

Other Information/Unique Characteristics:

[Enter text here]

Mark Dunning, Assistant City Manager





**4<sup>th</sup> & Main Parking Lot Location**