

RESOLUTION NO. 4138

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DENISON, TEXAS ADOPTING AND AUTHORIZING SUBMISSION OF THE ANNUAL ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FOR PROGRAM YEAR 2023-2024; PROVIDING FOR SAVINGS AND REPEALING CLAUSES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to 24 C.F.R. Part 91, the United States Department of Housing and Urban Development (“HUD”) requires each jurisdiction participating in the Community Development Block Grant Program (the “CDBG Program”) to adopt and submit an Annual Action Plan (“AAP”) that sets forth the jurisdiction’s use of the funds and objectives for the upcoming program year; and

WHEREAS, on August 3, 2020, the City of Denison, Texas (the "City") adopted the Denison Consolidated Plan for CDBG Program Year 2020-2024 pursuant to Chapter 373 of the Texas Local Government Code and in accordance with federal regulations that direct the City’s use of Community Development Block Grant ("CDBG") funds by the U.S. Department of Housing and Urban Development; and

WHEREAS, the City desires to continue said participation in the Program; and

WHEREAS, the CDBG Steering Committee held a public hearing on June 12, 2023 to receive comments on the AAP and moved to approve the AAP and forward to the City Council for approval; and

WHEREAS, the City Council conducted a public hearing on August 7, 2023 to solicit public comments on the proposed AAP; and

WHEREAS, the City Council of the City finds that continued participation in the CDBG Program and submission of the proposed Annual Action Plan is beneficial to the public.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DENISON, TEXAS:

SECTION 1: Findings Incorporated. The findings recited above are incorporated as if fully set forth in the body of this Resolution.

SECTION 2: Approval. The City Council hereby approves the Annual Action Plan for CDBG Program Year 2023-2024 as presented in Exhibit A, attached hereto and incorporated herein.

SECTION 3: Authorization. The City Manager is hereby authorized to submit the Annual Action Plan for CDBG Program Year 2023-2024 and to execute necessary documents relative to submission of such plan and, later, acceptance of any grant funds.

SECTION 4: Savings/Repealing. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provision of this Resolution shall be and remain controlling as to the matters resolved herein.

SECTION 5: Effective Date. This Resolution shall be in full force and effect immediately upon final passage, and it is so resolved.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF DENISON, TEXAS on this the 7th day of August 2023.



JANET GOTT, Mayor

ATTEST:



Christine Wallentine, City Clerk



EXHIBIT A

Annual Action Plan for CDBG Program Year 2023-2024

ANNUAL ACTION PLAN

for CDBG Program Year
2023 - 2024

City of Denison, Texas

AUGUST 2023

For submission to the U.S. Department of Housing and Urban Development



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Annual Action Plan 2023



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

INTRODUCTION

The City of Denison, Texas has completed the planning process for the 2023 Annual Action Plan in response to a consolidated planning process developed and required by the U.S. Department of Housing and Urban Development (HUD). The purpose of the Annual Action Plan is to identify goals, objectives and strategies for addressing housing and community development needs, including those of the homeless and other special needs populations, for one fiscal year. The Annual Action Plan is the one-year implementation strategy, based on the Consolidated Plan, to guide the City's use of their CDBG resources to address these needs.

The City participates in the CDBG program and is required to prepare and submit an action plan for HUD approval in order to receive Community Development Grant Funds. This Annual Action Plan serves as an application for federal funds under HUD's formula grant programs and provides a basis for assessing performance.

The Annual Action Plan is developed in a manner specified by HUD, and the city has followed the prescribed format in completing the plan. The Plan was developed using HUD and U.S. Census data for demographics and housing, input from community meetings and past program performance. During the planning process, the city conducted public meetings and had meetings with City Departments, CDBG Steering Committee, and with the City Council. The purpose of this process was to receive citizen input on the current housing and community development needs and proposed use of CDBG funds.

This document constitutes the 2023 Annual Action Plan which is the fourth year of the 2020-2024 Five-Year Consolidated Planning period. It sets forth a description of activities for the use of funds that are expected to become available during the coming Federal fiscal year (October 1, 2023 – September 30, 2024), determines goals for individuals and households to be served, and describes the implementation

plan and geographic location of the activities to be undertaken. The formula allocation for the Community Development Block Grant program is \$278,871.

SUMMARY OF THE OBJECTIVES AND OUTCOMES IDENTIFIED IN THE PLAN

The Five-Year Consolidated Plan identified five goals, along with corresponding descriptions and strategies, to address the City of Denison's housing and community development needs. These goals are summarized within the Five-Year Consolidated Plan as follows:

GOAL 1: MINOR/EMERGENCY REHABILITATION

Description: *Provide assistance to low- and moderate-income households for plumbing, electrical, roof, heat, and foundation rehabilitation.*

GOAL 2: INFRASTRUCTURE IMPROVEMENTS

Description: *Repayment of Section 108 Loan which funded infrastructure improvement projects related to water/sewer, pavement, accessibility, and drainage in low- and moderate-income neighborhoods.*

GOAL 3: PUBLIC SERVICES

Description: *Social programs and services for low- and moderate-income persons within the City of Denison.*

GOAL 4: CODE ENFORCEMENT

Description: *Support code compliance and minimum property standards to support safe, affordable housing in eligible neighborhoods.*

GOAL 5: ADMINISTRATION/PLANNING

Description: *Administration of the CDBG program and funding.*

These goals seek to address the priority needs identified throughout the 2020-2024 Consolidated Plan.

Among the needs identified are:

- Minor homeowner housing rehabilitation
- Emergency homeowner housing rehabilitation
- Code enforcement

- Demolition of unsafe and blighted structures
- Improved roadways and medians

EVALUATION OF PAST PERFORMANCE

Recent years have shown significant progress in the City of Denison's efforts to implement HUD entitlement programs. The City complies with HUD regulations and continues to deliver community development services in an efficient manner.

In the past, the city has been successful in implementing infrastructure projects in low- and moderate-income neighborhoods by use of a Section 108 Loan, blight elimination, emergency and minor home repairs, and public facilities improvements (public park equipment replacements) in qualifying neighborhoods. The city continues to make payments on the Section 108 Loan which accounts for much of the city's annual CDBG allocation. The city will use remaining CDBG funds to make all other programs successful and to meet the goals and objectives identified in the Consolidated Plan.

SUMMARY OF CITIZEN PARTICIPATION PROCESS AND CONSULTATION PROCESS

Comments and concerns raised during the citizen participation process were taken into consideration when developing the Consolidated Plan's goals, objectives and strategies. The development of the Annual Action Plan is a collaborative process that involves reaching out to stakeholders, and meetings with the public/CDBG steering committee to determine areas of need. As part of this process, the city sought to identify the priority needs and strategies to address those needs. Priority needs were identified within the Consolidated Plan based on available housing data, public input, stakeholder consultation, and public meetings, and past program performance.

The city employs diverse methods to encourage on-going participation from residents, community service providers, and existing and potential community development partners. The participation process for the Annual Plan included public notices; a 30-day public comment period; one public hearing; and consultation with city staff and elected officials. In the end, the planning process yielded the active involvement and input of citizens, stakeholders, and governmental departments. The FY 2023 Annual Action Plan does not deviate from the current Five-Year Consolidated Plan document and Strategic Plan for 2020-2024. Due to the COVID-19 Pandemic the city utilized virtual meetings and online outreach to complete the citizen participation process in addition to some in-person meetings.

SUMMARY OF PUBLIC COMMENTS

Based on input and data received through the citizen participation process for the Consolidated Plan, through internal department meetings, there is a common interest in improving the quality of housing within the city. Potential needed improvements may include:

- Minor homeowner housing rehabilitation
- Emergency homeowner housing rehabilitation
- Code enforcement
- Demolition of unsafe and blighted structures
- Improved roadways and medians
- Supportive resources for homeless populations

There were no public comments received at the Public Hearing on June 12, 2023 and the 2023 proposed budget was approved by the Community Development Block Group Steering Committee. No public comments were received during the public hearing held on July 10, 2023. No public comments were received during the public review and comment period from July 8, 2023 – August 7, 2023. City Council approved the plan at the August 7, 2023 City Council meeting.

SUMMARY OF COMMENTS OR VIEWS NOT ACCEPTED AND THE REASONS FOR NOT ACCEPTING THEM

All comments received by the City of Denison were considered and are, generally or specifically, addressed by the Annual Action Plan.

SUMMARY

This Annual Action Plan identifies goals, objectives, and strategies to address the City of Denison's housing and community development needs for the 2023 fiscal year. These needs were identified through an extensive citizen participation process that involved neighborhood residents, service providers and other community partners.

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

AGENCY/ENTITY RESPONSIBLE FOR PREPARING/ADMINISTERING THE CONSOLIDATED PLAN

The following are the agencies/entities responsible for preparing the Annual Action Plan and those responsible for administration of each grant program and funding source.

TABLE 1: RESPONSIBLE AGENCIES

Agency Role	Name	Department/Agency
Lead Agency	CITY OF DENISON	Community and Development Services

Table 1 - Responsible Agencies

NARRATIVE

The City of Denison, TX is the lead agency responsible for overseeing the development of the Annual Action Plan. The Department of Community and Development Services is the internal department that is responsible for the day-to-day administration of CDBG funding.

The development of the Annual Action Plan was based on the 2020-2024 Consolidated Plan and the previous FY 2022 Annual Action Plan. The Department of Community and Development Services works closely with other pertinent City Departments as well as the CDBG Steering Committee.

To maximize citizen participation, the city conducted outreach through a public notice, a public hearing, and a 30-day public comment period. As part of these efforts, low- and moderate-income residents, as well as service providers, were encouraged to provide input on the Annual Action Plan.

CONSOLIDATED PLAN PUBLIC CONTACT INFORMATION

Inquiries, comments or complaints concerning the Consolidated Plan, any amendments, or performance reports, can be conveyed by contacting city staff at:

Kimberly Bowen, Grants and Special projects Administrator

Community and Development Services Department

City of Denison

300 W. Main

P.O. Box 347

Denison, Texas 75020

Telephone: (903) 465-2720 x 2466

kabowen@cityofdenison.com

Business hours: 8:00 a.m. – 5:00 p.m., Monday through Friday

Inquiries, comments or complaints on the programs may also be offered at the public hearings. Written responses to all written complaints may also be made to the Texas – Fort Worth Branch Office of the U.S. Department of Housing and Urban Development (HUD) at the following address:

U.S. Department of Housing and Urban Development

Community Planning and Development Division

801 Cherry Street, Unit #45

Fort Worth, Texas 76102

Phone: (817) 978-5600

Fax: (817) 978-5569

TTY: (800) 877-8339

AP-10 Consultation – 91.100, 91.200(b), 91.125(l)

INTRODUCTION

The city employs diverse methods to encourage on-going participation from residents, community service providers, and existing and potential community development partners. The participation process for the Annual Action Plan included public notice; a 30-day public comment period; and one public hearing.

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

Institutional coordination of the resources received through the Consolidated Plan establishes a unified vision for community development. The city uses a collaborative process to shape various programs into effective, coordinated strategies. This process also facilitates the opportunity for planning and citizen participation to take place in a comprehensive context, attempting to reduce duplication of effort at the local level.

The city will execute this Annual Action Plan in harmony with the 2020-2024 Consolidated Plan, as well as public, private and nonprofit agencies. Nonprofit agencies may include, but are not limited to, service providers and community housing development organizations. Private sector partners may include, but are not limited to, local financial institutions, developers and local businesses. The city works closely with the Utilities Department, Public Works, and quasi-private organizations such as Denison Housing Authority, Grayson Housing Authority, Grayson County Shelter, and the Salvation Army to design programs that address identified needs.

Throughout the process these agencies were provided the opportunity to participate in the process through a public hearing and a public comment period.

Table 2 outlines the types of agencies and organizations consulted throughout the program year and during the development of the City of Denison 2020-2024 Consolidated Plan and 2023 Annual Action Plan.

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

The city collaborates with the Grayson County Shelter but does not directly coordinate CDBG activities with the broader Continuum of Care (CoC) agencies, such as the Texas Homeless Network. Additionally, the city has limited direct experience with not-for-profit community service and housing providers for the homeless populations. Although the City is aware that there is a homeless population within Denison, the total CDBG funding amount is not large enough to aid and thoroughly address every need. As such, the City is willing to assist agencies in searching for local, state, and federal grants but cannot supply further financial assistance to homeless populations, and other CoC agencies, through the CDBG grant at this time.

Through the use of CDBG-CV funds the City has assisted a number of public services agencies. Activities include provide financial assistance to establish, stabilize, and expand micro-enterprises that provide education, food delivery, cleaning, and other services to support health and childcare. Funding may go toward multiple public service agencies that are providing public services that prevent, prepare for, and respond to the Coronavirus pandemic.

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.

As noted above, the City does not fund any activities through the Continuum of Care with CDBG funds. Additionally, the City does not receive or allocate ESG funds. The City has been coordinating with many public service agencies through phone and virtually to identify needs through the COVID-19 pandemic.

DESCRIBE AGENCIES, GROUPS, ORGANIZATIONS, AND OTHERS WHO PARTICIPATED IN THE PROCESS AND DESCRIBE THE JURISDICTION'S CONSULTATIONS WITH HOUSING, SOCIAL SERVICE AGENCIES, AND OTHER ENTITIES

As noted above, the City will coordinate with a range of public entities in the development and execution of a range of programs and activities.

A wide range of stakeholders were consulted to determine the level of infrastructure, housing, and social service needs. These included housing and social service agencies in addition to public agencies and private nonprofit organizations whose missions included the provision of affordable housing and human services to low- and moderate- income households and persons. **Table 2** indicates the wide range of entities consulted during the Annual Action Planning process through meetings, surveys, e-mails, comment periods, and agency plan research and coordination.

As stated above, has been coordinating with many public service agencies through phone and virtually to identify needs through the COVID-19 pandemic.

TABLE 2: AGENCIES, GROUPS, AND ORGANIZATIONS THAT PARTICIPATED

Agency/Group/ Organization	Agency/Group/ Organization Type	What section of the Plan was addressed by Consultation?	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
City of Denison	Local Government	Goals, Priority Needs, Needs Assessment, Market Analysis, Strategic Plan, and Action Plan	Department Head Meetings/Discussions with Pertinent Staff
Callie Clinic	Health Services, Persons with HIV/AIDS Services	Goals, Needs Assessment, Strategic Plan	Email correspondence, survey input, invited to public meetings
Court Appointed Special Advocates for Children of Grayson County	Children’s services, Victim’s services, Child Welfare Agency, Non-Profit	Goals, Needs Assessment, Strategic Plan	Email correspondence, survey input, invited to public meetings
Denison Housing Authority	Public Housing Authority	Goals, Priority Needs, Needs Assessment, Market Analysis, Strategic Plan, and Action Plan	Email correspondence, survey input, invited to public meetings, phone call
Denison ISD	Education services, Publicly Funded Institution, School System	Goals, Needs Assessment, Strategic Plan	Email correspondence, survey input, invited to public meetings
Denison Public Library	Publicly Funded Institution, Education Services	Goals, Needs Assessment, Strategic Plan	Email correspondence, survey input, invited to public meetings
Denison SNAP Center	Elderly Person Services, Persons with Disabilities Services	Goals, Needs Assessment, Strategic Plan	Email correspondence, survey input, invited to public meetings
GO Taps Public Transit	Regional organization, Elderly Person Services, Persons with Disabilities Services, Public Transit System	Goals, Needs Assessment, Strategic Plan	Email correspondence, survey input, invited to public meetings
Grayson County Health Department	County Government	Goals, Needs Assessment, Strategic Plan	Email correspondence, survey input, invited to public meetings
Grayson County Shelter	Homeless Services, Housing Services	Goals, Priority Needs, Needs Assessment, Market Analysis, Strategic Plan, and Action Plan	Email correspondence, survey input, invited to public meetings

TABLE 2: AGENCIES, GROUPS, AND ORGANIZATIONS THAT PARTICIPATED

Agency/Group/ Organization	Agency/Group/ Organization Type	What section of the Plan was addressed by Consultation?	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
Habitat for Humanity Grayson County	Non-Profit Organization, Housing Services	Goals, Priority Needs, Needs Assessment, Market Analysis, Strategic Plan, and Action Plan	Email correspondence, survey input, invited to public meetings
Housing Authority of Grayson County	Public Housing Authority	Goals, Priority Needs, Needs Assessment, Market Analysis, Strategic Plan, and Action Plan	Email correspondence, survey input, invited to public meetings
Sherman-Denison MPO	Regional Organization, Planning Organization	Goals, Needs Assessment, Strategic Plan	Email correspondence, survey input, invited to public meetings
Surrender House	Health Services, Addiction Treatment Center	Goals, Needs Assessment, Strategic Plan	Email correspondence, survey input, invited to public meetings
Texoma Council of Governments	Regional Organization	Goals, Needs Assessment, Strategic Plan	Email correspondence, survey input, invited to public meetings
Texoma Housing Partners	Housing, Housing Services, Fair Housing Services, Regional Organization	Goals, Priority Needs, Needs Assessment, Market Analysis, Strategic Plan, and Action Plan	Email correspondence, survey input, invited to public meetings
Texoma Medical Center	Health Services, Regional Hospital	Goals, Needs Assessment, Strategic Plan	Email correspondence, survey input, invited to public meetings
Volunteer Match	Volunteer Organization	Goals, Needs Assessment, Strategic Plan	Email correspondence, survey input, invited to public meetings
W.I.C. (Special Supplemental Nutrition Program for Women, Infants, & Children)	County Government, Health Services, Children’s Services	Goals, Needs Assessment, Strategic Plan	Email correspondence, survey input, invited to public meetings

Table 2 - Agencies, Groups, & Organizations that Participated

At a minimum, the City’s commitment to providing coordinated community, housing and supportive services to its low-income residents is implicit in these goals. These services are provided through partnerships with government and quasi-government agencies, as well as respective planning efforts shown in **Table 3**. The City of Denison will continue to encourage building partnerships between governments and advocates for low-income persons.

Many of the programs and activities that will be carried out by the City during this year’s Annual Action Plan will involve coordination with a number of agencies and organizations.

IDENTIFY ANY AGENCY TYPES NOT CONSULTED AND PROVIDE RATIONALE FOR NOT CONSULTING

The City follows HUD rules and regulations for Citizen Participation, and therefore offers a number of participation and comment venues. The city has made a concerted effort to contact all known agencies and organizations involved in activities that are relevant to CDBG activities and programs. All notices are sent directly to the Continuum of Care participants and an e- mail list of local social service agencies. Although this effort does not ensure that all agencies are involved, it provides all local and relevant agencies with the opportunity to collaborate throughout the development of this Plan.

Citizens are provided information via notices published in the local newspaper, on the city website, and other online postings.

TABLE 3: OTHER CONSULTATIONS & COORDINATION

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	N/A	N/A
Denison Housing Master Plan	City of Denison	Contributes to the direction of the Strategic Plan goals, and aids in identifying priority housing needs for the City.

Table 3 - Other Consultations & Coordination

AP-12 Citizen Participation – 91.105, 91.200(c)

SUMMARY OF CITIZEN PARTICIPATION PROCESS/EFFORTS MADE TO BROADEN CITIZEN PARTICIPATION

Much like the Consolidated Plan, the development of the Annual Action Plan requires extensive citizen participation. For the 2023 Annual Action Plan, the City of Denison, TX underwent a citizen participation process as it pertains to HUD requirements. HUD requires local jurisdictions to provide for citizen participation which encourages the development of the Annual Action Plan in cooperation with residents from every walk of life. In particular, HUD, and the city alike, believes it is important to obtain the views of residents who live in low- and moderate-income areas, as well as service providers who deliver services to low-income and special needs residents. The following section describes the public participation process that was completed for the City of Denison, TX 2023 Annual Action Plan. A summary of the public participation process is shown in **Table 4**.

TABLE 4: CITIZEN PARTICIPATION OUTREACH

Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons
Public Hearing #1	CDBG Steering Committee & Non-Targeted/Broad Community	June 12, 2023; 8 Attendees.	No comments received. The CDBG Steering Committee approved the proposed 2023 CDBG Budget.	All comments addressed generally or specifically in this plan.
Public Hearing #2	CDBG Steering Committee & Non-Targeted/Broad Community	July 10, 2023; XX Attendees.	No comments received	All comments addressed generally or specifically in this plan.
30- Day Public Comment Period	Non-Targeted/Broad Community	July 8, 2023 – August 7, 2023; TBD.	No comments received	No comments received.
Public Meeting	Non-Targeted/Broad Community	August 7, 2023: City Council meeting	City Council discussion and approval of 2023 Annual Action Plan	No comments received.

Table 4 - Citizen Participation Outreach

SUMMARIZE CITIZEN PARTICIPATION PROCESS AND HOW IT IMPACTED GOAL-SETTING

Comments and concerns raised during the citizen participation process were taken into consideration when developing the Annual Action Plan goals, objectives, and strategies. The Annual Action Plan is a

collaborative document that requires a robust process to involve stakeholders and the public to determine areas of need. As part of this process, the city sought to identify the priority needs and strategies to address those needs. Priority needs were identified based on available housing data, public input, non-profit agency participation, surveys, and past program performance; this Annual Action Plan seeks to address those needs. In addition, the city consulted with various City Departments to identify priority needs and develop corresponding strategies. The National Community Survey also contributed to the development of goals and priority need.

AP-15 Expected Resources

INTRODUCTION

The Annual Action Plan must identify the federal, state, local and private resources expected to be available to the city to address priority needs and specific objectives identified in the Strategic Plan for the 2023 fiscal year. These resources are summarized in **Table 5**.

The city is faced with the difficult task of meeting increasing needs with limited resources. Some of the figures shown below in the table are estimates. The figures are based upon the known HUD allocation. The figure for “Expected Amount Available Remainder of Consolidated Plan” was calculated by averaging the allocation for the past five years, multiplying it by 5 years and subtracting the 2020 and 2023 allocation from that figure to arrive at an estimate for the remainder of the Consolidated Plan.

Allocations for each CDBG entitlement grantee are determined annually by HUD following the adoption of the federal budget by Congress. HUD grants these funds to the communities to carry out a wide range of community development activities directed towards revitalizing neighborhoods, increasing economic development, and improving community facilities and services. Grantees must give maximum priority to activities that benefit low- and moderate-income persons, aid in the prevention or elimination of slums or blight and meet urgent community development needs that pose a serious threat to health or welfare of the community. Grantees have wide flexibility to develop their own programs, activities, and funding priorities so long as they meet one of these national objectives. The City of Denison City Council adopts the allocations for the use of CDBG funding based on the priorities set forth in the Consolidated Plan.

The City of Denison anticipates a total allocation of \$278,871 in CDBG funding for the 2023 program year. No program income for CDBG is expected. CDBG funds will be used primarily for housing rehabilitation and section 108 loan paybacks. Portions of the funding will also go toward supporting code enforcement efforts and administration of the city’s CDBG program. Anticipated resources are also summarized in **Table 5**.

TABLE 5: ANTICIPATED RESOURCES

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				Expected Amount Available Remainder of Consolidated Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public, Federal	Acquisition; Admin and Planning; Economic Development; Housing; Public Improvements; Public Services	\$278,871*	\$0	\$0	\$278,871	\$300,000	Additional resources for leveraging may include State and Federal grants, City Departments, public or social service providers, or other sources.

*HUD 2023 Formula Allocation

Table 5 – Anticipated Resources

The Annual Action Plan must summarize the City’s priorities and the specific goals it intends to initiate and/or complete within the 2023 fiscal year to meet the goals of the Strategic Plan that are outlined in the 2020-2024 Consolidated Plan. These goals must be described in quantitative terms. The 2023 Annual Action Plan selected goal outcome indicators based on previous performance and the 2023 allocation.

EXPLAIN HOW FEDERAL FUNDS WILL LEVERAGE THOSE ADDITIONAL RESOURCES (PRIVATE, STATE AND LOCAL FUNDS), INCLUDING A DESCRIPTION OF HOW MATCHING REQUIREMENTS WILL BE SATISFIED

CDBG funds will be used in concert with city general fund to support code enforcement efforts. The city does not anticipate leveraging other sources of federal, state, or local funding. The CDBG allocation will be the primary source of funding for emergency and minor rehabilitation housing projects for low- and moderate-income households.

IF APPROPRIATE, DESCRIBE PUBLICALLY OWNED LAND OR PROPERTY LOCATED WITHIN THE JURISDICTION THAT MAY BE USED TO ADDRESS THE NEEDS IDENTIFIED IN THE PLAN

Separate from the CDBG program, Denison's Affordable Housing Program started on June 16, 2014 to assist low- to moderate-income individuals and families purchase new homes and to redevelop areas around downtown that have historically not been attractive to builders. In 2016, the City received statewide recognition for the program by receiving a Municipal Excellence Award from the Texas Municipal League. The program initially provides builders with free building lots, attractive financing through local banks, relaxed building and zoning regulations, and other incentives. In addition, qualified home-buyers partner with local lenders for attractive financing terms that have helped turn many people into first-time homeowners.

DISCUSSION

No further discussion. Please see preceding responses.

AP-20 Annual Goals and Objectives

TABLE 6: GOALS SUMMARY INFORMATION

Sort Order	Goal Name	Category	Start Year	End Year	Outcome	Objective	Geographic Area	Needs Addressed	Funding Year 1	Goal Outcome Indicator	Quantity	Unit of Measure (UoM)
1	Minor/Emergency Rehabilitation	Affordable Housing	2023	2024	Affordability	Create Suitable Living Environments	Citywide	Minor/Emergency Rehabilitation	\$ 33,465	Homeowner Housing Rehabilitated	9	Household Housing Units
2	Infrastructure Projects	Other: Section 108 Loan Program	2023	2024	Availability/Accessibility	Create Suitable Living Environments	Citywide	Infrastructure Projects	\$189,776	Other	1	Other
3	Code Enforcement	Non-Housing Community Development	2023	2024	Affordability	Create Suitable Living Environments	Citywide	Code Enforcement	\$ 28,000	Jobs Created/Retained	3	Jobs
4	Administration/Planning	Other: Program Administration	2023	2024	Availability/Accessibility	Create Suitable Living Environments	Citywide	CDBG Administration	\$ 27,630	Other	0	Other

Table 6 - Yearly Goals Summary Information

TABLE 7: GOAL DESCRIPTIONS

1	Goal Name	Minor/Emergency Rehabilitation
	Goal Description	Provide assistance to low- and moderate-income households for plumbing, electrical, roof, heat, and foundation rehabilitation CDBG - \$33,465
2	Goal Name	Infrastructure Projects
	Goal Description	Payments made toward repaying the Section 108 Loan which funded infrastructure improvement projects related to water/sewer, pavement, accessibility, and drainage in low- and moderate-income neighborhoods. CDBG - \$189,776
3	Goal Name	Code Enforcement
	Goal Description	Support code compliance and minimum property standards to support safe, affordable housing in eligible neighborhoods. CDBG - \$28,000
4	Goal Name	Administration/Planning
	Goal Description	Administer the CDBG program. CDBG - \$27,630

Table 7 - Goal Descriptions

AP-35 Projects

INTRODUCTION

The 2023 fiscal year will focus on Minor/Emergency housing rehabilitations, the funding of infrastructure projects via the repayment of the Section 108 Loan, and code enforcement. The city anticipates rehabilitating approximately 9 owner-occupied housing units.

A total of four (4) projects (including project administration) will be funded in FY 2023. See Project Information table below.

TABLE 8: PROJECT INFORMATION

#	Project Name
1	Minor/Emergency Rehabilitation
2	Infrastructure Projects – Section 108 Loan Repayment
3	Code Enforcement
4	CDBG Program Administration

Table 5 - Project Information

DESCRIBE THE REASONS FOR ALLOCATION PRIORITIES AND ANY OBSTACLES TO ADDRESSING UNDERSERVED NEEDS

In the Consolidated Plan, the principal needs identified are: 1) Minor/Emergency Rehabilitation, 2) Infrastructure Projects 3) Youth Services/Homeless Prevention and Services, 4) Code Enforcement, and 5) CDBG Administration. These needs were established through the City's citizen participation process when identifying priorities for the Five-Year Strategic Plan. This year's 2023 Annual Action Plan reflects these established priorities. As noted in the 2020-2024 Consolidated Plan, minor/emergency Rehabilitation and code enforcement continue to receive *high* rankings because they are a means to make significant improvements in the quality of life in the distressed neighborhoods.

The development of the Annual Action Plan involved consultation with those agencies involved in delivering housing, housing services, and community improvements. Meetings and discussions were held between the staff of the City's Department of Community and Development Services and other City Departments, as well as maintaining relationships with appropriate housing and social service agencies. Public input was also solicited through a public hearing, and a 30-day comment period. All projects selected to receive funding meet objectives and goals set by the city to address the needs of low- and moderate-income persons and special needs populations.

The City's primary obstacle to meeting underserved needs is a lack of funding. In recent years, reduced revenues have plagued all levels of government (federal, state, and local). These reduced revenues have hindered the City's ability to meet all needs of low-income residents. Another obstacle to meeting underserved needs is the generally increasing demand for public services that is placing an additional burden on public service agencies within the city due to the COVID-19 pandemic.

AP-38 Project Summary

TABLE 9: PROJECT SUMMARY INFORMATION

1	Project Name	Minor/Emergency Rehabilitation
	Target Area	Low/Mod Neighborhoods and Citywide
	Goals Supported	Minor/Emergency Rehabilitation
	Needs Addressed	Minor/Emergency Rehabilitation
	Funding	CDBG: \$ 33,465
	Description	Provide assistance to low- and moderate-income households for plumbing, electrical, roof, heat, and foundation rehabilitation.
	Target Date	9/30/2024
	Estimated Benefit	9 Households Housing Units
	Location	Citywide
	Planned Activities	Housing Rehabilitation - Replacement of roof, plumbing, wiring, heating, and providing level/support work. Matrix Code – 14A Rehabilitation; Single-Unit Residential National Objective – LMI Clientele
2	Project Name	Infrastructure Projects
	Target Area	Low/Mod Neighborhoods
	Goals Supported	Infrastructure Improvements
	Needs Addressed	Infrastructure Projects
	Funding	CDBG: \$189,776
	Description	Repayment of Section 108 Loan which funded infrastructure improvement projects related to water/sewer, pavement, accessibility, and drainage in low- and moderate-income neighborhoods. Matrix Code – 19F Planned Repayment of Section 108 Loan National Objective – LMI Area Benefit
	Target Date	9/30/2024
	Estimated Benefit	1 Other
	Location	N/A
	Planned Activities	Repayment of Section 108 Loan
3	Project Name	Code Enforcement
	Target Area	Low/Mod Neighborhoods
	Goals Supported	Code Enforcement
	Needs Addressed	Code Enforcement
	Funding	CDBG: \$ 28,000
	Description	Support code compliance and minimum property standards to support safe, affordable housing in eligible neighborhoods.
	Target Date	9/30/2024
	Estimated Benefit	Jobs Created/Retained (approximately 3)
	Planned Activities	Amelioration of slum and blight, and promotion of safe, affordable housing

		in eligible neighborhoods. Matrix Code – 15 Code Enforcement National Objective – LMI Area Benefit
4	Project Name	CDBG Program Administration
	Target Area	Citywide
	Goals Supported	Administration/Planning
	Needs Addressed	Program Administration
	Funding	CDBG: \$ 27,630
	Description	One Year of CDBG Program Administration
	Target Date	9/30/2024
	Estimated Benefit	Not applicable; administration of overall CDBG program for one (1) year
	Location	Not applicable
	Planned Activities	Annual action planning, project development, coordination and compliance oversight, and administrative activities. Matrix Code – 21A General Program Administration National Objective - N/A

Table 9 - Project Summary Information

AP-50 Geographic Distribution

DESCRIPTION OF THE GEOGRAPHIC AREAS OF THE ENTITLEMENT (INCLUDING AREAS OF LOW-INCOME AND MINORITY CONCENTRATION) WHERE ASSISTANCE WILL BE DIRECTED

Low- and moderate-income areas in the city will be those areas and locations which have the greatest need for housing repairs, public infrastructure/facility improvements, and code enforcement. As such, the geographic distribution of projects will prioritize those low- and moderate-income neighborhoods.

TABLE 10: GEOGRAPHIC DISTRIBUTION

Target Area	Percentage of Funds
Citywide	10%
Low/Mod Neighborhoods	90%

**Percentages shown do not include administration budget.*

Table 10 - Geographic Distribution

RATIONALE FOR THE PRIORITIES FOR ALLOCATING INVESTMENTS GEOGRAPHICALLY

The city has worked closely with the public and civic leaders to ascertain the priority needs within the targeted areas. Meetings with agency providers, and the CDBG Steering Committee guided the prioritization of needs. These priority needs include minor/emergency housing repairs, infrastructure improvements, removing slum/blight and increasing code enforcement, and public facility improvements. These efforts will occur primarily in low- and moderate-income neighborhoods throughout the City of Denison.

DISCUSSION

The City of Denison has identified four (4) projects to implement the five goals of the Strategic Plan during the fourth year (2023 fiscal year) of the 2020-2024 Consolidated Plan. These projects benefit low- and moderate-income persons Citywide and within the City's low- and moderate- income areas.

AP-55 Affordable Housing

INRODUCTION

As stated previously, the city places a high priority on providing safe, affordable, and decent housing in Denison. This goal shall be addressed, in part, by local non-profit organizations and developers that construct new, modestly priced, affordable houses. Additionally, through the emergency/minor repair program and renovation incentive program, the city will work to repair existing houses in low- and moderate- income neighborhoods, and for low- and moderate-income individuals.

TABLE 11: ONE YEAR GOALS FOR AFFORDABLE HOUSING BY SUPPORT REQUIREMENT

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	9
Special Needs	0
Total	9

Table 11 - One Year Goals for Affordable Housing by Support Requirement

TABLE 12: ONE YEAR GOALS FOR AFFORDABLE HOUSING BY SUPPORT TYPE

One Year Goals for the Number of Households Supported Through:	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	9
Acquisition of Existing Units	0
Total	9

Table 12 - One Year Goals for Affordable Housing by Support Type

DISCUSSION

The city is prepared to engage in affordable housing activities during the 2023 fiscal program year; however, the activities will be done through programs like the Minor/Emergency rehabilitation program. The city will rely on various partners throughout the jurisdiction, and county in assisting its residents in obtaining affordable housing.

AP-60 Public Housing

INTRODUCTION

The Denison Housing Authority owns and operates approximately 325 public housing units. The mission of the Housing Authority is: (1) to serve the needs of the low and very-low-income families and to increase the availability of safe, sanitary and affordable housing in its community; (2) ensure equal opportunity in housing; (3) promote self-sufficiency to the families and individuals it serves; and (4) improve quality of life and economic viability.

Housing Choice Vouchers are administered through the Housing Authority of Grayson County and the Texoma Council of Governments. These Section 8 Housing Choice Vouchers are not administered through the City or the Denison Housing Authority. The City works cooperatively with the Denison Housing Authority and the Housing Authority of Grayson County which provides City residents various public housing opportunities.

ACTIONS PLANNED DURING THE NEXT YEAR TO ADDRESS THE NEEDS TO PUBLIC HOUSING

The City of Denison's Office of Community and Development Services will continue to work with the Denison Housing Authority and to assist within the program guidelines. The City will continue to target residents for possibilities of affordable housing opportunities. The City will continue to provide referrals to those that require housing assistance. However, public housing improvements will not be addressed in the City of Denison's 2023/2024 Annual Action Plan due to limited grant funding.

ACTIONS TO ENCOURAGE PUBLIC HOUSING RESIDENTS TO BECOME MORE INVOLVED IN MANAGEMENT AND PARTICIPATE IN HOMEOWNERSHIP

For the 2023 fiscal year, the City will maintain a partnership with the Denison Housing Authority to ensure that these goals are being addressed. However, the City will not directly address homeownership for public housing residents. Through minor/emergency rehabilitation programs, the City will indirectly encourage homeownership by ensuring that those in existing homes are able to stay there.

The city will continue implementing the Affordable Housing Program started on June 16, 2014 to assist low- to moderate-income individuals and families purchase new homes and to redevelop areas around downtown that have historically not been attractive to builders. The program provides relaxed building and zoning regulations, which are designed to reduce the cost of new housing. In addition, qualified home-buyers partner with local lenders for attractive financing terms that have helped turn many people into first-time homeowners.

Also, the city provides public notice for all programs and meetings and encourages public housing residents to participate in the City's process.

IF THE PHA IS DESIGNATED AS TROUBLED, DESCRIBE THE MANNER IN WHICH FINANCIAL ASSISTANCE WILL BE PROVIDED OR OTHER ASSISTANCE

The Denison Housing Authority is not designated as troubled.

DISCUSSION

Not Applicable.

AP-65 Homeless and Other Special Needs Activities

INTRODUCTION

This section of the Annual Action Plan describes the City of Denison one-year goals and the specific actions steps it will undertake in the 2023 program year to carry out the homeless strategy identified in the five-year Strategic Plan. Additionally, this section addresses any activities related to the supportive housing needs of non-homeless populations.

Going forward the City will work to assess the community's homeless needs and develop the policies, procedures and capacity to better assist homeless and other special needs activities; however, the city will primarily continue to support those agencies that are already involved in addressing homelessness and other special needs of the non-homeless populations. Due to funding limitations, the city does not plan to directly address homeless needs with CDBG funds during the 2023/2024 program year.

DESCRIBE THE JURISDICTIONS ONE-YEAR GOALS AND ACTIONS FOR REDUCING AND ENDING HOMELESSNESS

In the future, the city will consider pursuing activities to address the housing and supportive service needs of persons who are homeless, and those that have special needs. However, at this time, the City does not have the procedures, policies or mechanisms in place to financially assist organizations providing these types of services. The city does not plan to undertake any non-homeless special needs/homeless needs projects this program year.

REACHING OUT TO HOMELESS PERSONS (ESPECIALLY UNSHELTERED PERSONS) AND ASSESSING THEIR INDIVIDUAL NEEDS

The city government cannot directly assist persons experiencing homelessness; rather it relies on the Grayson County Shelter (located in the City of Denison) and other service-oriented agencies to assist those persons. The Grayson County Shelter is a great resource for those experiencing homeless as it has the best connections to other organizations and agencies, like the Salvation Army, that provide food, clothing, financial assistance, healthcare, and transportation assistance.

The city will consider pursuing activities to address the housing and supportive service needs of persons who are homeless, and those that have special needs. However, at this time, the City does not have the

procedures, policies or mechanisms in place to assist organizations providing these types of services.

ADDRESSING THE EMERGENCY SHELTER AND TRANSITIONAL HOUSING NEEDS OF HOMELESS PERSONS

There is one homeless shelter in the city – The Grayson County Shelter, which serves the entire homeless population within the city and county-wide. The Salvation Army also helps to meet the transitional needs of the homeless. Although both agencies seek to curb the prevalence of homelessness once it occurs, these agencies address homeless needs through reactionary measures. Neither agency is responsible for proactive homeless prevention.

The city will consider pursuing activities to proactively address the housing and supportive service needs of persons who are homeless, and those that have special needs. However, at this time, limited funding inhibits the City's ability to undertake these projects at this time.

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

There has not been a need identified to give a high priority to chronically homeless persons in Denison. The city will continue to work with the Grayson County Shelter, Salvation Army and others to monitor and address needs as they are determined.

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

The city's strategy to prevent homelessness for individuals and families with children who are at imminent risk of becoming homeless is limited due to limited resources available to the city. If the reason for the homelessness is a result of poor living conditions (such as a home in disrepair), the city can use Minor/Emergency Rehab funds to complete some repairs to ensure safe, sanitary, decent

housing. The city cannot directly address other causes of homelessness, such as an overdue utility bill. In these cases, the city refers the individual to the Texoma Council of Governments or the Grayson County Shelter for assistance in paying the bill.

Through the use of CDBG-CV funds the city has assisted a number of public services agencies. Activities include provide financial assistance to establish, stabilize, and expand micro-enterprises that provide education, food delivery, cleaning, and other services to support health and childcare. Funding may go toward multiple public service agencies that are providing public services that prevent, prepare for, and respond to the Coronavirus pandemic.

DISCUSSION

The city does not anticipate funding homeless activities with the FY 2023 CDBG allocation. The city will continue to offer other assistance, advice, and coordination with agencies that provide day facilities, case management, job skills training, vocational tools and other homeless services.

AP-75 Barriers to affordable housing

INTRODUCTION

This section of the Annual Action Plan summarizes actions the City of Denison will undertake during the program year to reduce barriers to affordable housing and influence whether the cost of housing or the incentives to develop, maintain, or improve affordable housing are affected by public policies, particularly those of the local jurisdiction. Such policies include land use controls, zoning ordinances, building codes, and policies that affect the return on residential investment. At this time, the city is involved in the following Fair Housing activities:

1. Administration of a Fair Housing Ordinance.
2. Executive Director of Planning and Community Development acts as Fair Housing Administrator, reviews complaints, mediates complaints and provides information on filing complaints with HUD, etc.
3. Participation by Executive Director of Planning and Community Development in the Grayson County Community Resource Board, when active.
4. Ongoing meetings with local builders and developers.

ACTIONS IT PLANNED TO REMOVE OR AMELIORATE THE NEGATIVE EFFECTS OF PUBLIC POLICIES THAT SERVE AS BARRIERS TO AFFORDABLE HOUSING SUCH AS LAND USE CONTROLS, TAX POLICIES AFFECTING LAND, ZONING ORDINANCES, BUILDING CODES, FEES AND CHARGES, GROWTH LIMITATIONS, AND POLICIES AFFECTING THE RETURN ON RESIDENTIAL INVESTMENT

The city has several strategies that it utilizes to remove or ameliorate the negative effects of public policies that are barriers to affordable housing. In general, the City of Denison will continue to work with non-profit and for-profit housing developers and providers to increase the amount of affordable housing.

The city has attempted to ensure the health, safety, and quality of life of its residents while minimizing the barriers that may impede the development of affordable housing through its various repair and renovation incentive programs.

DISCUSSION

Public policies can have a direct impact on barriers to affordable housing. Denison has recognized this fact and is committed to exposing any barriers or obstacles to developing affordable and fair housing as

they become evident.

Denison's Affordable Housing Program started on June 16, 2014 to assist low- to moderate-income individuals and families purchase new homes and to redevelop areas around downtown that have historically not been attractive to builders. In 2016, the city received statewide recognition for the program by receiving a Municipal Excellence Award from the Texas Municipal League. The program initially provides builders with free building lots, attractive financing through local banks, relaxed building and zoning regulations, and other incentives. The city continues to implement relaxed zoning regulations to promote the development of affordable housing. In addition, qualified home-buyers partner with local lenders for attractive financing terms that have helped turn many people into first-time homeowners.

AP-85 Other Actions

INTRODUCTION

This section of the 2023 Annual Action Plan describes the City of Denison' planned actions to carry out the following strategies outlined in the Strategic Plan:

- Foster and maintain affordable housing,
- Rehabilitate housing for existing homeowners, and
- Reduce slum and blight through code enforcement.

ACTIONS PLANNED TO ADDRESS OBSTACLES TO MEETING UNDERSERVED NEEDS

The greatest challenge to meeting underserved needs in the coming year will be meeting the increased need for program activities with a limited amount of funding. To overcome this significant challenge, the city will work more efficiently, seek a greater level of collaboration with other agencies and organizations, and aggressively seek opportunities to leverage funds.

The city, through the Consolidated Plan, shall seek to target federal funds, and other available resources, to residents that have traditionally not been served, or are underserved by previous programs. A strong emphasis will be placed on programmatic restructure that is not only compliant with changing rules and regulations, but make sense for today's economic climate, and ever-changing community structure.

Through the use of CDBG-CV funds the city, through public service providers is implementing a number of activities to those in need including financial assistance to establish, stabilize, and expand micro-enterprises that provide education, food delivery, cleaning, and other services to support health and childcare.

ACTIONS PLANNED TO FOSTER AND MAINTAIN AFFORDABLE HOUSING

The city will commit the majority of its CDBG funding to the Minor/Emergency Rehabilitation program, which is designed to prolong the life of the housing stock. This process gives existing low- to moderate-income homeowners the opportunity to remain in their home. The city also implements an Affordable Housing Program.

ACTIONS PLANNED TO REDUCE LEAD-BASED PAINT HAZARDS

The city will seek to incorporate all HUD requirements concerning lead-based paint abatement into its housing rehabilitation programs; however, with the limited funding for the rehabilitation programs the city does not anticipate performing substantial rehabilitation projects. All homes built before 1980 are assumed to have lead-based paint; however, since most minor rehabilitation projects through the minor rehabilitation program have a budget of \$6,000 or less, some lead-based paint projects will not be completed.

ACTIONS PLANNED TO REDUCE THE NUMBER OF POVERTY-LEVEL FAMILIES

Because the nature of poverty is complex and multi-faceted, the city will attempt to allocate CDBG funds for services to very low-income households. CDBG can provide funding for meeting these critical basic needs, but these efforts will be constrained by the amount of funds available and competing priority needs. Each activity in the 2023/2024 Annual Action Plan will have an impact on households living in poverty. The rehabilitation projects will assist with repairs to the home, allowing the homeowner to save money and dedicate it to other needs.

According to the 2017-2021 American Community Survey (ACS) estimates, 18.1% of people living in the City of Denison are below poverty level. The City of Denison does not possess the capacity or manpower to directly improve the poverty status of its citizens. However, the city supports non-profit groups, county and state efforts to move low-income persons to economic self-sufficiency or to a maximum level of economic independence.

ACTIONS PLANNED TO DEVELOP INSTITUTIONAL STRUCTURE

The city has a strong institutional structure in place to carry out its housing, community and economic development strategies. The city's Community and Development Services Department will administer the CDBG Program.

The Office of Community Development will administer the CDBG Owner-Occupied Minor/Emergency Housing Rehab Program for program year 2023. The city will also administer the demolition program using General Funds and will continue to enhance coordination between housing and service agencies in the area.

Private builders and lending institutions will continue, with the assistance of the city, to develop affordable housing in Denison. This will be accomplished through the city's program to give lots to builders who agree to construct affordable housing. The institutional structure of public, non-profit and

private organizations described above generally function well in meeting the needs of families and individuals in the City of Denison. The lack of funding for serving those in need is the primary gap in the institutional structure.

The city will continue to coordinate with various community groups to determine objectives and goals through the public participation process. These groups play a vital role in implementing the Five-Year Consolidated Plan and the Annual Action Plans, annual Performance Reviews, and any proposed Substantial Amendments. All stakeholders are welcomed and encouraged to participate in the implementation of this Consolidated Plan and Annual Action Plan.

ACTIONS PLANNED TO ENHANCE COORDINATION BETWEEN PUBLIC AND PRIVATE HOUSING AND SOCIAL SERVICE AGENCIES

The city maintains a close relationship with state, regional, and county organizations that provide assistance to low- and moderate-income persons as well as the homeless.

The city will work closely with local non-profit organizations to actively encourage housing programs for low- and moderate-income persons. Private builders and lending institutions will continue, with the assistance of the city, to develop affordable housing in Denison. This will be accomplished through the City's program to give lots to builders who agree to construct affordable housing.

This collaborative approach will assist in the creation and delivery of effective service delivery programs and affordable housing projects.

DISCUSSION

The City's actions planned to address obstacles to meeting underserved needs include activities in support of special needs assistance. Additionally, the city's actions to foster and maintain affordable housing include continued funding of programs and agencies that further the affordable housing goals of the city.

AP-90 Program Specific Requirements

INTRODUCTION

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.

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG) REFERENCE 24 CFR 91.220. (I)(1)

TABLE 13: AVAILABLE PROGRAM INCOME

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

Table 13 - Available Program Income

TABLE 14: OTHER CDBG REQUIREMENTS

Available Program Income	Amount
1. The amount of urgent need activities	0%
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100%

Table 14 - Other CDBG Requirements

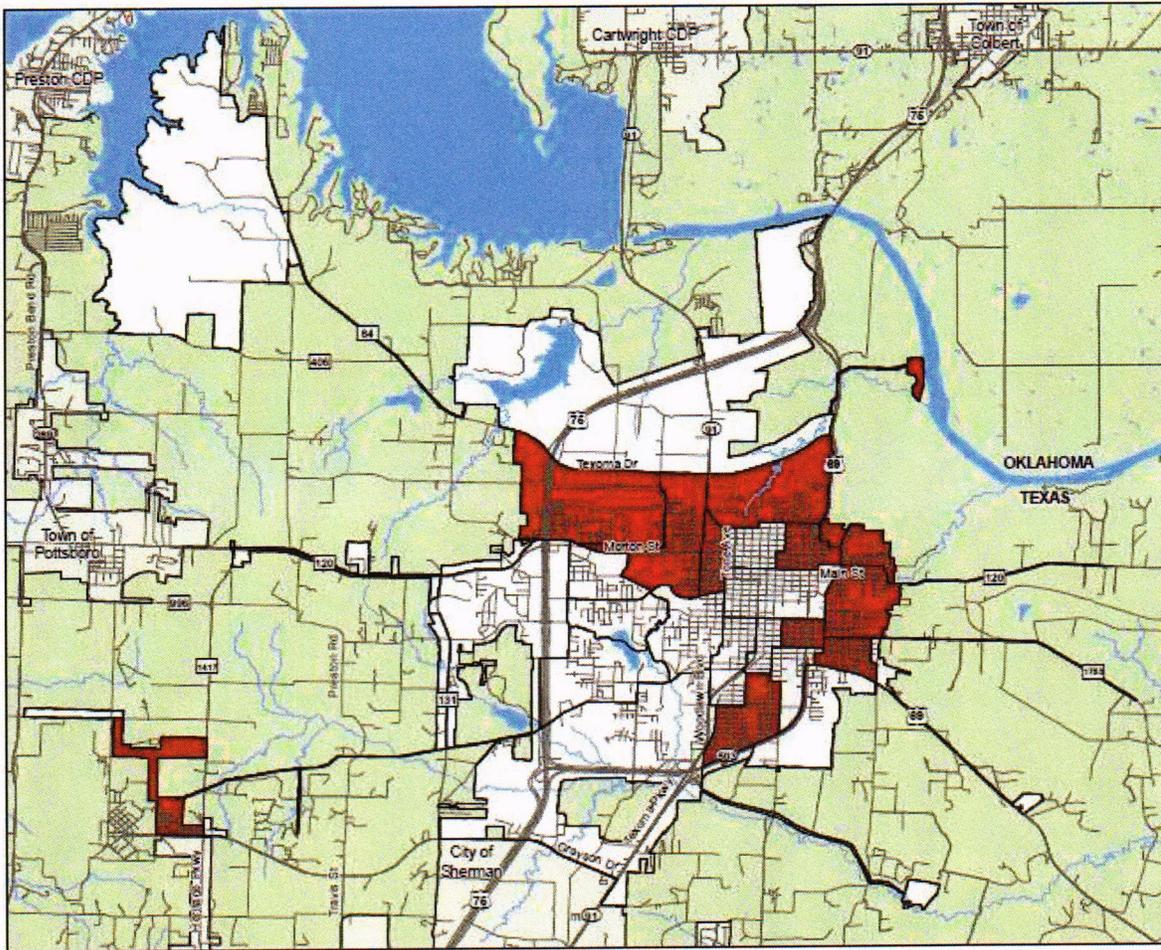
DISCUSSION

The city estimates 100 percent of CDBG funding will be spent on low- and moderate-income activities.

Appendix

- 1. Maps**
- 2. Public Participation**
- 3. SF 424 and SF 424D**
- 4. Certifications**
- 5. Citizen Participation Plan**

Maps



CDBG Eligible Areas by 2010 Census Block Group

- CDBG Eligible Areas
- Block Groups where at least 51 percent of residents are low- and moderate-income persons
- Block Groups where fewer than 51 percent of residents are low- and moderate income persons

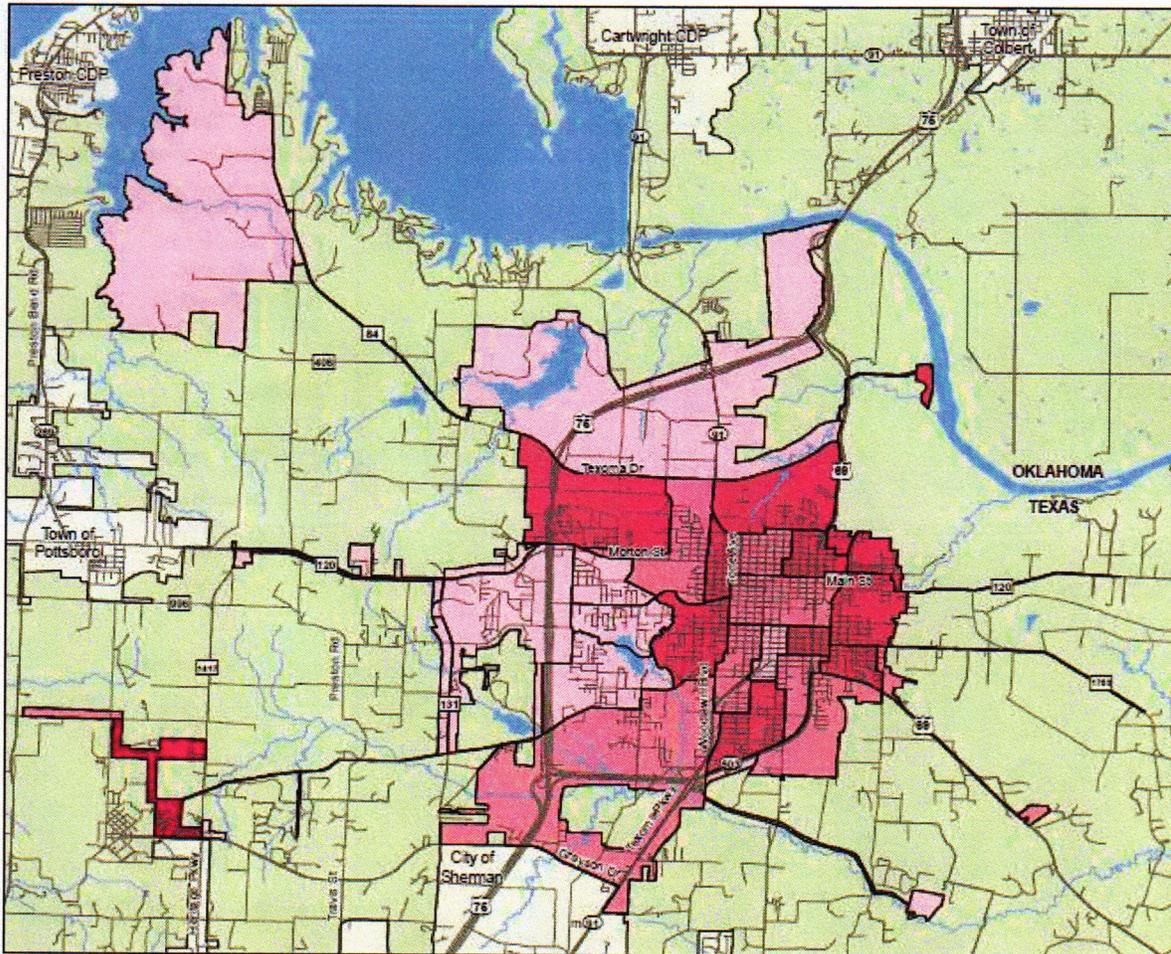
Base Data

- City of Denison
- Cities, Towns, and County Designated Places (CDP)
- Unincorporated County
- Water Features
- Major Roads
- Minor Roads

March 2023



Source Data: 2010 U.S. Census Block Groups; 2019 U.S. Census TIGER/Line shapefiles; FY 2021 Low and Moderate Income Summary Data



**Percent of Low Income Population
 by 2010 Census Block Group**

- Less than 20.0%
- 20.0% - 39.9%
- 40.0% - 59.9%
- 60.0% and Greater

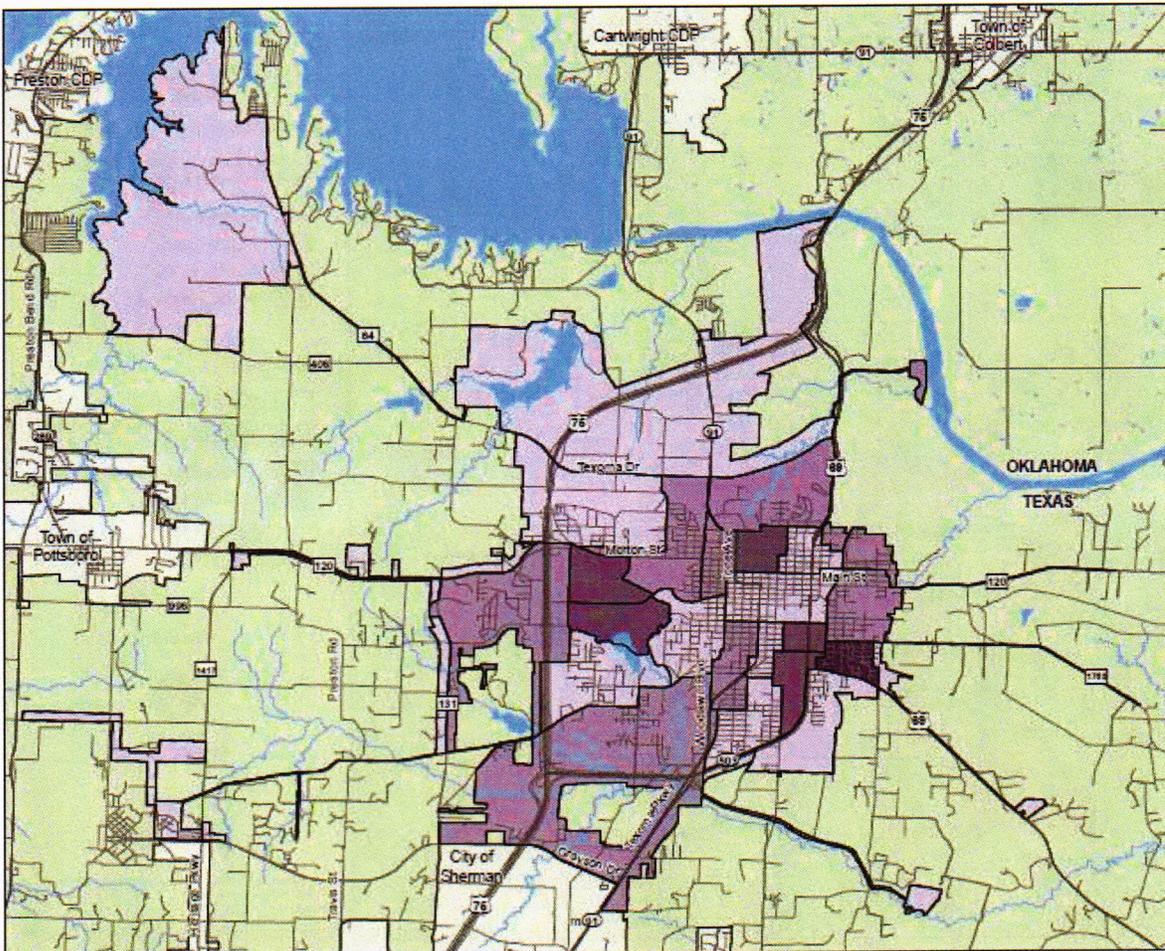
Base Data

- City of Denison
- Cities, Towns, and County Designated Places (CDP)
- Unincorporated County
- Water Features
- Major Roads
- Minor Roads

March 2023



Source Data: 2010 U.S. Census Block Groups, 2019 U.S. Census TIGER/Line shapefiles, FY 2021 Low and Moderate Income Summary Data



Percent of African American Population by 2010 Census Block Group

- Less than 5.0%
- 5.0% - 14.9%
- 15.0% - 24.9%
- 25.0% and Greater

Base Data

- City of Denison
- Cities, Towns, and County Designated Places (CDP)
- Unincorporated County
- Water Features
- Major Roads
- Minor Roads

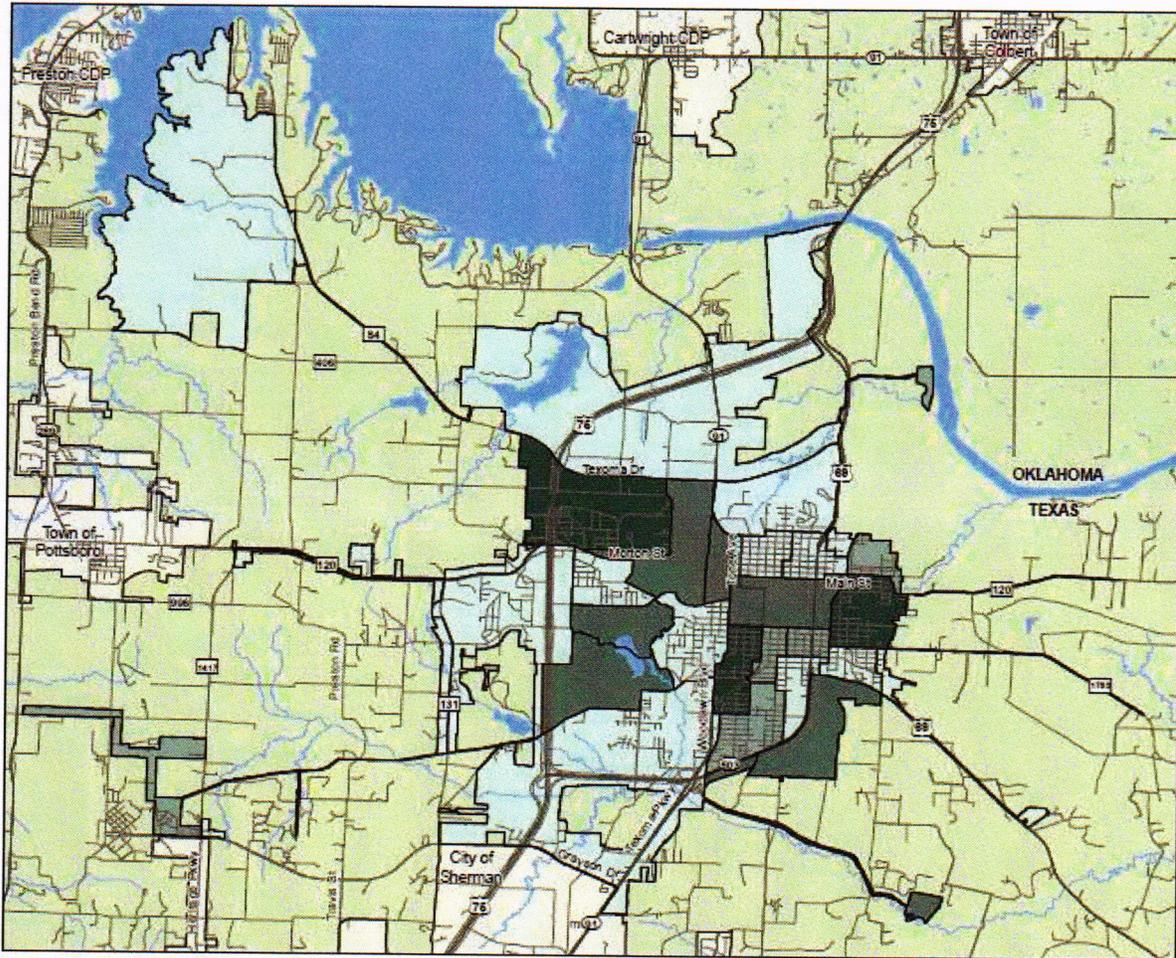
March 2023



0 0.45 0.9 Miles



Source Data: 2010 U.S. Census Block Groups, 2010 U.S. Census TIGER/Line shapefiles, 2016-2020 5-Year American Community Survey Data



Percent of Hispanic Population by 2010 Census Block Group

- Less than 5.0%
- 5.0% - 9.9%
- 10.0% - 14.9%
- 15.0% and Greater

Base Data

- City of Denison
- Cities, Towns, and County Designated Places (CDP)
- Unincorporated County
- Water Features
- Major Roads
- Minor Roads

March 2023



Source Data: 2010 U.S. Census Block Groups; 2019 U.S. Census TIGER/Line shapesets; 2016-2020 5-Year American Community Survey Data

Public Participation

**CITYOF DENISON
COMMUNITY DEVELOPMENT BLOCK GRANT
STEERING COMMITTEE MEETING MINUTES**

Monday, June 12, 2023

1. CALL TO ORDER

Chair, Don Perschall called the meeting to order at 12:01 pm.

Committee members present were Don Perschall, Dorothy Wilson, Brandy Douglas, and Effie Bowden.

Staff present were Director of Development Services Mary Tate, Neighborhood Services Manager Robert Lay, Management Assistant-Finance & Administrative Services Zera Taylor, and Grants & Special Projects Administrator Kimberly Bowen.

2. PUBLIC COMMENTS

No one to speak during public comments.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

A. Receive a report, hold a discussion, and take action on approving the March 13, 2023, Meeting Minutes.

Committee Action

A motion was made by Dorothy Wilson and seconded by Effie Bowden to approve the minutes as presented. Motion carried.

4. PUBLIC HEARINGS

A. Receive a report, hold a discussion, conduct a public hearing and make a recommendation to adopt the Community Development Block Grant 2023 Annual Action Plan.

Members and staff discussed the fiscal year 2023-2024 allocation of \$278,871. The allocation reflects a decrease of \$26,976 from the previous plan year. The reduction was initiated at the Federal level due to additional funds allocated in the previous three years. The reduction in allocations impacted all grantees. Staff recommends allocating \$33,465 to rehabilitation and repair projects, \$27,630 for program administration, \$28,000 for code enforcement activities, and \$189,776 for the Section 108 Loan Repayment.

The public hearing was opened. The public hearing was closed with no comments or public participation given.

Committee Action

A motion to approve the 2023 Annual Action Plan as presented was made by Brandy Douglas and seconded by Dorothy Wilson. Motion carried.

4. STAFF UPDATES

A. Receive a report, hold a discussion regarding department updates on the Community Development Block Grant Programs.

Kimberly Bowen, Grants & Special Projects Administrator provided a status update on the 2022 Plan Year and the 2020 COVID Community Development Block Grant Programs.

There was no further discussion or questions from the committee.

No action taken. Informational presentation only.

5. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 12:36 pm.

Chair, Father Don Perschall

ATTEST:

SF 424 and SF 424D

Certifications

Citizen Participation Plan

CITY OF DENISON, TEXAS

CITIZEN PARTICIPATION PLAN

"A Blueprint for Citizen Involvement"

Adopted February 1997
Revised August 2020

I. Introduction

This plan describes how the City of Denison will involve citizens in the planning, implementation and assessment of its Community Development Block Grant (CDBG) program. Involving citizens is more than a formality or program requirement, it is the heart of the community development process. Citizens know their own needs and their advice and participation is essential to the success of the program. Recognizing that citizen participation is a two-way flow of communications, it is expected that both citizens and city officials will gain a greater understanding of community and neighborhood concerns and of one another through the citizen participation process.

Five (5) basic standards will guide the City's citizen participation process. These include:

- (1) Encourage involvement of citizens, especially residents of low-income neighborhoods to participate in the development of the annual plan and the performance reports.
- (2) Openness and freedom of access to meeting, information, and records.
- (3) Adequate and timely information and response to complaints.
- (4) Obtaining the views and proposals of citizens at all stages of the community development program.
- (5) Provision of technical assistance to both low-income residents in predominantly low-income neighborhoods and community groups servicing or representing low- and moderate-income residents.

II. Citizen Participation Coordinator

The administrative authority for the operation of the Community Development programs will rest with the office of the City Manager. The Community Development Director will serve as the approving office for program implementation. In order to provide consistency and a single contact point, the Director of Community Development (DCD) will be responsible for ensuring that this plan is carried out and that the City's citizen participation efforts are carefully documented and monitored. The DCD will serve as an advisor and secretary to the Community Development Block Grant Steering Committee, keeping minutes, contacting committee members of public hearings and meetings, and providing general information to the members on a timely basis. The DCD may be contacted during regular business hours at (903) 465-2720, extension 2466 at City Hall. All requests for information and/or assistance will be channeled through the DCD.

III. Citizen's Advisory Committee

In order to increase the amount of citizen participation in the planning and implementation of the community development programs, the City Council has established a Community Development Block Grant Steering Committee. This committee shall consist of up to seven (7) members who are directly appointed by each Council member and broadly representative of the community. Insofar as practical, the committee shall include some residents of low- and moderate-income areas of the City of Denison. This committee will meet at least four (4) times a year to review the community development program.

The general duties of Steering Committee will include:

- (1) Holding public hearings to solicit community input and assess needs.
- (2) Assessing and determining community needs at both city-wide and neighborhood levels and developing realistic goals and objectives to meet these needs for the Annual Plan.
- (3) Evaluating and recommending proposals from community organizations requesting funding and assistance.
- (4) Developing specific project proposals for community development in the Annual Plan.
- (5) Developing goals for housing assistance by type and location in the Annual Plan for recommendation to the City Council, and
- (6) Monitoring current program activities and evaluating past program performance.
- (7) Implementing CDBG programs and modifications as determined by community assessment and HUD program requirements.

IV. Public Notification

The CDBG program is intended to principally benefit very low- and low-income persons. Such persons are often not involved in the decision-making process. Therefore, special attention will be given to obtaining their participation. Minorities and elderly citizens will be targeted because these groups tend to have a disproportionate number of very low- and low-income households. However, the process will not exclude other citizens of the community because their support is also critical to the success of the many community development programs and the revitalization process of the targeted neighborhoods. For example, involvement of the business community is essential for the private investment in community development areas, key public officials and community leaders are needed

to generate support and involvement, and the media is needed to publicize events and encourage support.

Citizens, particularly very low- and low-income citizens, will be encouraged to become involved in the identification of community development and housing needs for inclusion in the City's Annual Plan submission.

A. Publicizing Efforts. In order to involve the citizens, the City of Denison will first publicize all its community development program activities. To accomplish this, the DCD shall be responsible for insuring that timely and descriptive notices are given. Public releases of all public hearings will be given through the conventional methods of newspaper, radio and television announcements and bulletin board posting at City Hall. Additionally, informal methods of notification will be utilized whenever practical. These may include:

- (1) Posting notices at various public places frequently visited by very low- and low-income residents, e.g., laundries, grocery stores, and local offices of the Texas Department of Human Services, post office, and the Denison Public Library.
- (2) Mailing fliers to special community service agencies that assist handicapped, elderly and low-income persons; and
- (3) Contacting local neighborhood and church leaders that are located in or near the periphery of the designated neighborhood revitalization area.

As a minimum, the notices shall be easily readable type and published in a non-legal section of the newspaper and shall state the date, time, place, and general topics to be considered. Such notices will be published in the official newspaper of the City of Denison, being the *Herald Democrat*, at least ten (10) days prior to the public hearing or community meeting. Non-English-speaking persons or persons with disabilities who plan to attend the meeting and who may need assistance are requested to contact the office of the City Secretary (903) 465-2720 three (3) working days prior to the meeting so that appropriate arrangements can be made.

B. Public Hearings and Meetings. The DCD will initiate, schedule and publicize any public hearings or neighborhood meetings to be held. The following meeting places have been chosen because they are in areas where a large percentage of very low- and low-income persons have been identified to reside:

Denison City Hall, 300 West Main Street
Denison Public Library, 300 West Gandy

The Community Development Block Grant Steering Committee will conduct all neighborhood meetings at City Hall. These meetings will be typical of "community" meetings where everyone will be given an opportunity to participate on an informal basis. The objective of these meetings will be for city staff and Community Development Block Grant Steering Committee members to provide basic information, conduct community meetings, and to obtain citizen input through dialogue. The meetings will be held at times to accommodate people who are working during the day or evening shifts. The first series of meetings will be conducted during the planning stages of the Consolidated/Action Plan. The second series of meetings will be held during the program year to address any issues raised by the public regarding the implementation of the program.

V. Technical Assistance

The Office of Community Development will provide technical assistance to residents of blighted neighborhoods so that they may adequately participate in the process of planning, implementing and assessing the community development program. Technical assistance will also be available for assisting community development organizations which serve or have programs in the very low- and low-income areas in developing their proposals for CDBG funding and assistance.

The technical assistance will be in the form of free typing services for CDBG related proposals and requests for funding and/or assistance where needed, review and analysis of proposals by city staff specialists (i.e., City Attorney, Building Official, Director of Community Development, etc.) the use of public meeting rooms, and access to program information. Technical assistance may be offered on one-to-one sessions, group training, or at community meetings an/or workshops. If staff capability does not exist to handle a request within a reasonable time period or an expenditure of funds is required, then the request will be routed through the City Manager to determine what action can be taken to more expeditiously resolve the issue.

VI. Depositories for Program Records

The following documents will be deposited at the Denison Public Library at 300 West Gandy, and in the Office of Community Development at 300 West Main.

- (1) The Citizen Participation Plan
- (2) The proposed and approved grant application
- (3) The annual Grantee Performance Report
- (4) The Consolidated Plan

These documents are provided at these locations for public review. The Director of Community Development may also provide other program documents for public inspection at these locations as deemed appropriate.

VII. Program Planning & Development of Applications

When planning for a CDBG application begins for a new fiscal year the City of Denison will undertake the following actions:

- A. Notice of Neighborhood Meetings. When necessary, a notice of neighborhood planning meetings at the Denison City Hall will be published in the *Herald Democrat*. The meetings will be conducted by the Community Development Block Grant Steering Committee and the DCD to provide program information and to offer technical assistance to citizens and community organizations. This notice will be published at least ten (10) prior to the meeting(s) in the non-legal section. This notice will contain:
- (1) The total amount of CDBG funds available for community development and housing activities, including planning and administrative costs;
 - (2) The date, time, place, and general topics to be considered at the meeting.
 - (3) Non-English-speaking persons or persons with disabilities who plan to attend the meeting and who may need assistance are requested to contact the office of the City Secretary (903) 465- 2720 three (3) working days prior to the meeting so that appropriate arrangements can be made.
- B. Neighborhood Meetings. When necessary, the neighborhood planning meetings will be held at Denison City Hall in order to receive suggestions from citizens for projects and to obtain their views. Oral suggestions will be accepted at these meetings and written project proposals will followed to the DCD within three (3) working days of the meeting. If any written proposal is received prior to the neighborhood meetings, it will be presented and discussed at the meetings. General information will be given at the meetings either in the form of a handout or in an audio/visual presentation. Such information will include:
- (1) The amount of CDBG funds available.

- (2) The type of activities that may be undertaken with these funds and the kind of activities previously funded in Denison.
- (3) The City's plan to minimize displacement, even though no displacement is expected.
- (4) The processes to be followed in the application process, including the schedule of meetings and hearings.
- (5) The role of citizens in the program; and
- (6) A summary of other important program requirements and information.

The DCD shall be responsible for preparing this information. Also, a register of all persons attending the meeting and minutes of the meeting will be recorded.

- C. Committee to Review and Recommend Proposals. After consideration of all the suggestions and proposals for community development and housing projects presented at the neighborhood meetings, the Community Development Block Grant Steering Committee will then rank or prioritize the eligible projects and submit their recommendations to the City Council. This may be done at the neighborhood meetings or at a subsequent meeting. The Steering Committee can adjourn into Executive Session to discuss the rankings.
- D. Public Hearings. Following the neighborhood planning meetings, the City Council will hold two public hearings to consider and review the recommendations from the Community Development Block Grant Steering Committee and to hear citizen comments. At these public hearings, citizens and community organizations will be given the opportunity to formally present their proposals to the City Council for final consideration.

Following the first public hearing, the DCD will prepare a notice of the proposed final statement of community development objectives and a summary of the proposed consolidated annual plan and have it published in the *Herald Democrat*. The notice will advise interested parties that a copy of the application is on file in the Office of Community Development and the Denison Public Library for public review. It will also state that any citizen may submit any comments on the proposed statement and summary of proposed consolidated annual plan for consideration prior to the final (second) public hearing and that such comments shall be directed to the Office of Community Development.

A summary of these views will be attached to the final consolidated annual plan, amendment of the plan or performance report.

A second public hearing will be held prior to actual submission of the CDBG annual plan to consider any public comments regarding the proposed statement of community development objectives and projected use of funds. After consideration of these comments, the City Council may modify the proposed annual plan, if deemed appropriate. A thirty (30) day citizen comment period is required on the plan, amendments or reports that are to be submitted to the Department of Housing and Urban Development (HUD) before the submission of the annual plan and reports.

Both public hearings will be held in the City Council Chambers at the Municipal Building, 300 West Main Street, Denison, Texas. At least ten (10) day notice shall be given prior to the public hearings.

- E. Notice of Submission of Application (Final Statement). Upon submission of the annual plan and reports to HUD, notice that it has been submitted will be published in the *Herald Democrat*. This notice will advise interested parties that a copy of the annual plan and reports are on file in the Office of Community Development and the Denison Public Library for public review. The notice shall also indicate that an objection to the application can be filed with the City in the Office of Community Development. The DCD will respond to any written complaint or objection within fifteen (15) days.

VIII. Program Implementation

- A. Quarterly Meetings. The DCD will continue to meet with the Community Development Block Grant Steering Committee, community agencies and organizations, and interested citizens throughout the program year as the approved CDBG is being implemented. The Community Development Block Grant Steering Committee shall hold a minimum of four (4) meetings for the purpose of reviewing the overall status of the program. These meetings will be held in the Council Chambers to inform citizens of the progress and to allow citizens and neighborhood groups an opportunity to voice concerns. Notice of these meetings shall be given in the same manner as other previously identified in this plan.
- B. Program Amendments. If reprogramming of funds becomes necessary, citizen comments and suggestions will be solicited. The City of Denison has identified the criteria for determining what constitutes a substantial change in the planned or actual activities that requires and amendment to the plan. A substantial change to the purpose of a project would constitute a totally different purpose that would

become a new project. A substantial change to the scope of a project would be a monetary change of 10% of the overall cost of the project. Such amendments may be presented to the Community Development Block Grant Steering Committee at any of the four meetings or at a special called meeting of the Community Development Block Grant Steering Committee. Following this meeting, the Committee will submit its recommendation to the City Council on the matter. The City Council will act on the proposed amendments at a subsequent public hearing in which proper notice is given in accordance with Article IV-A hereof. Reprogramming of funds may be necessitated by cost overruns, unforeseen circumstance, or low bids. There will be a 30-day comment period before the amendment is sent to HUD.

IX. Program Assessment

- A. Consolidated Annual Performance and Evaluation Report (CAPER). An annual performance report and evaluation report is submitted to HUD no later than ninety (90) days following the end of each program year. This report includes progress on planned activities, persons benefiting, housing assistance provided, level of citizen participation, and evidence of equal opportunity compliance. A copy of this report will be on file in the Office of Community Development for public inspection.

Additionally, copies are filed at the Denison Public Library. There will be a 15-day comment period before the CAPER is sent to HUD.

X. Citizen Involvement During Emergency Situation

In the event that the conditions or urgent needs of a national, state, or local emergency limit the City's ability to carry-out the citizen participation process outlined in this Citizen Participation Plan (such as a natural disaster, infectious disease outbreak such as COVID 19, or other event that is declared an emergency by local, state, or federal officials); the City hereby establishes expedited procedures for citizen involvement. These expedited procedures may apply to all HUD-related plans and reporting documents, including the Consolidated Plan, Annual Action Plan, CAPER, Fair Housing reports, and substantial amendments.

- A. Any required public notice and comment period may be reduced to five (5) days in duration, or the minimum number of days advised by any HUD waiver of citizen participation requirements.
- B. If in-person public hearings are not allowed for health and safety reasons cited by national, state, or local authorities, public hearing requirements may be met with virtual public hearings if such virtual hearings provide:

- (1) Reasonable notification and access for citizens,
 - (2) Timely responses from local officials to all citizen questions and issues, and
 - (3) Public access to all questions and responses.
- C. Documents and reports should be made available for public review as defined within the City's current Citizen Participation Plan. In the event that conditions prohibit hard-copy distribution of documents and reports, the City will make such materials available upon request. HUD may issue further or alternative guidance for citizen participation during a national, state, or local emergency event, in which case such guidance from HUD will supersede and replace the expedited process outlined herein.

XI. Citizen Complaints

In addition to participating in the process of planning, implementation, and program assessment, individual citizens groups may have specific complaints about a particular aspect of the local CDBG program. Such complaints may be registered in the Office of Community Development, either in person, by telephone or in writing. Any complaints received will be responded to within writing within fifteen (15) working days. The DCD shall make every attempt to resolve the complaint at the complaint at the earliest date. If the person aggrieved is still not satisfied, he or she may request that such complaint be submitted to the next higher level-the City Manager, and then the City Council, for resolution. Every effort shall be given to equitably resolve such complaint at every level. A log of all complaints and responses shall be kept.

A complaint can be filed at the following address:

**Director of Community Development
City of Denison
300 West Main
P. O. Box 347
Denison, Texas 75021**

XII. Adoption of the Citizen Participation Plan

The City of Denison will provide citizens with a reasonable opportunity to comment on the original citizen participation plan and on any amendments to the plan. The Citizen Participation Plan will be in a format accessible to persons with disabilities.

