



CITY OF CONROE

2015-2019 Annual Action Plan

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Executive Summary

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

Introduction

The mission of the City of Conroe is to build a City where Citizens can live, work, and relax in a safe and harmonious environment today and for generations to come.

Pursuant to our mission, the City of Conroe utilizes CDBG funds to provide services to our low to moderate income residents. Low to moderate income residents are those households and families with annual incomes 80% and below the Department of Housing and Urban Development's (HUD) Adjusted Median Income.

The national objectives of the CDBG program are: 1) to provide benefits to low and moderate income persons; 2) eliminate slum and blighting conditions; and 3) meet urgent needs. Each activity funded shall meet one of these national objectives and not less than 70 percent of the funds expended shall support activities benefiting low and moderate income persons.

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

The national objectives of the program are: 1) to provide benefits to low and moderate income persons; 2) eliminate slum and blighting conditions; and 3) meet urgent needs. Each activity funded shall meet one of these national objectives and not less than 70 percent of the funds expended shall support activities benefiting low and moderate income persons.

The goals to which funds will be allocated to address needs during the period covered by this Strategic Plan are:

1. Retain Affordable Housing;
2. Improve Safety and Livability of Neighborhoods;
3. Elimination of Detrimental Conditions; and
4. Restoration and Preservation of Special Properties.

The outcomes identified include providing housing to 10 owner occupants and to improve the safety and livability of neighborhoods and to eliminate detrimental conditions in low to moderate income areas of the City of Conroe which according to data provided by HUD contain 10,130 persons.

The following activities are planned in Year One of this Strategic Plan to address these goals and objectives.

1. Downtown Revitalization Section 108 Loan Repayment (\$155,708);
2. Housing Rehabilitation/Reconstruction (\$360,574);
3. Neighborhood/Community Clean Up (\$50,000); and

4. Administration (\$91,570)

Evaluation of past performance

The City of Conroe receives a relatively small allocation of CDBG funds. The City continues to repay a Section 108 Loan with CDBG funds in the amount of approximately \$150,000 each year. With the remaining funds, roughly \$500,000 a year the City decided in prior years to target these funds to the neighborhoods of Dugan and Madeley Quarter. The use of CDBG funds are to provide affordable housing to residents in these areas and to provide community clean up services dealing with hauling of debris and demolition and clearance of dilapidated housing structures.

The City has established as a goal the rehabilitation of two single family housing units a year in these neighborhoods. At the conclusion of 2013 Conroe exceeded its 5-year goal of providing decent, safe, and sanitary affordable housing to 10 families. At the close of 2014, which was year 4 of the 5-year strategic period, a total of 11 families had been provided decent, safe, and sanitary affordable housing.

Summary of citizen participation process and consultation process

The City of Conroe advertised its draft Consolidated Plan for public comment on June 1, 2015. This advertisement outlined goals of the CDBG program, goals of the City of Conroe including anticipated use of funds, the location where citizens could obtain a copy of the plan, and contact information for solicitation of comments. In addition, a Public Meeting on the Plan was set for June 17, 2015.

Surveys were developed and distributed to various housing and homeless service providers to assess existing programs and needs of constituents. The Texas Homeless Network was consulted for data reported for Conroe in the Homeless Management Information System (HMIS) which serves the Continuum of Care.

Program staff also met with Conroe's CDBG Citizen Advisory Board to discuss priority needs within the City based on local knowledge and updated data from the 2009–2013 ACS. The Board, which consists of residents of Conroe's designated target communities of Dugan and the Madeley Quarter, as well as other members, is appointed by the Council. The Board has been active in CDBG priorities and projects for many years and the current Mayor, Webb Melder, has encouraged their involvement, support and input even more. The Board is highly relied upon throughout the program year to evaluate the performance of the program and to make or approve recommendations to the City Council concerning the City's CDBG Housing program and other activities, as well as program delivery.

Summary of public comments

Results from Conroe’s Needs Assessment Survey completed by members of the Citizen Advisory Board revealed that housing was considered the highest priority need. This was followed by financial assistance such as help with bills, food, prescriptions, gas, and utilities. Transportation was considered the third highest priority.

Responses to the question; “What is the Number One Priority Housing Need in Conroe?” revealed that rehabilitation/reconstruction to be considered the highest housing priority need. This was followed by affordable homeownership opportunities and then home financial assistance. Fourth in ranking was affordable rental units.

The priorities established by members of the Citizen Advisory Board were reflected in responses to the question; “What is the Priority of Projects CDBG Should Undertake, In the Next Five Years?” All of the responses considered “Housing” to be the number one priority for CDBG funding in the next five years. “After School Programs” and “Social Services” had an equal ranking of second in priority for CDBG funding.

Every respondent believed that the City should continue funding housing projects over the next 5 years and within the target neighborhoods of Dugan and Madeley Quarter.

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

No comments or views were put forth that were not accepted.

The Process

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

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.

Responsible Agencies

Agency Role	Name	Department/Agency
CDBG Administrator	CONROE	Community Development

Narrative

The Community Development Department is designed to create conditions of economic and social standards that produce tangible and sustainable benefits for the Community and the City as a whole. Community Development is many times considered the face of the City because it is the Community Development staff that interacts daily with Conroe Citizens on a number of multifaceted issues. Many staff members hold professional licenses and bring expertise to their respective fields. You can find the following Departments or Initiatives and many more, within Community Development:

- Permits
- Building Inspections/Chief Building Official
- Construction Plan Review
- Tree Ordinance
- Billboards/Outdoor Signage
- Planning and Annexation
- Comprehensive Plan
- Code Enforcement
- Community Development Block Grant (CDBG)

The primary activities carried out with CDBG funds are planned to be Housing Rehabilitation/Reconstruction and Neighborhood Clean Ups.

Housing related activities funded with CDBG will be administered by the Department of Community Development. Community Development will oversee work write ups, will assist participants with necessary applications and will oversee general contractors who will do the actual rehabilitation/reconstruction.

The Department of Public Works will oversee Neighborhood Cleanups in conjunction with Community Development. Public Works will be responsible for trash pick-up, haul, and disposal of debris and garbage left in neighborhoods.

Consolidated Plan Public Contact Information

Nancy S. Mikeska
Conroe Tower at 300 W Davis
Conroe, TX 77301
Phone: 936.522.3600

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

Introduction

The Consolidated Plan requires that jurisdictions receiving housing and community development funds consult with other public and private agencies that provide assisted housing, health services, and social and fair housing services (including those focusing on services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, homeless persons) during preparation of the consolidated plan.

The City of Conroe's current allocation of CDBG funds do not allow for a wide range of activities to be undertaken. Within this Consolidated Plan, in part from consultations and in consideration of available funding, Conroe plans to assist residents through the rehabilitation of housing units, and by reconstruction where rehabilitation is not feasible. Conroe also will address the Target neighborhoods of Madeley Quarter and Dugan with public services that eliminate detrimental conditions and improve the livability of neighborhoods. The City also continues to repay on a Section 108 Loan used to make improvements to the Downtown Area.

The scope of activities currently covered under this Consolidated Plan may be carried out effectively without much assistance from other organizations and units of local government. However the City utilizes consultations with other organizations and units of local government to leverage resources to assist residents having needs currently not within the inventory of services funded by the City.

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(l)).

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 of Conroe does not receive federal funds specifically to address the needs of homeless individuals and families. Montgomery County receives such funds. Under direction of the County, the City of Conroe may participate in Continuum of Care efforts when contacted by the lead organization within the Continuum.

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 Conroe is not a recipient of ESG funds. These funds are allocated throughout the EMSA by Montgomery County. Refer to Montgomery County's Consolidated Plan for more information about allocation of ESG funds.

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

Agencies, groups, organizations who participated

Agency/Group/Organization	Salvation Army Conroe Corps
Agency/Group/Organization Type	Services-homeless
What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
How was the Agency/Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	
Consultation was conducted by way of an Organizational Survey. Organizations were asked what services they provide, which included the name of their program, description of services, the types of persons benefitting from these services, and the location(s) covered by the services. Organizations were also asked to describe the needs within the jurisdiction for the services they provide and the populations which they serve, including how such needs were determined. Organizations providing housing services were asked to describe the supportive housing needs of clients, and business organizations additional questions about the workforce, infrastructure, and training initiatives. Organizations providing services to the homeless were asked about the number of emergency shelter beds, transitional housing units, and permanent supportive housing units available to households with children, adult only households, chronically homeless households, veterans, and unaccompanied youth.	
Agency/Group/Organization	Montgomery County Youth Services
Agency/Group/Organization Type	Services-Children
What section of the Plan was addressed by Consultation?	Community Development Homelessness Needs - Unaccompanied youth

How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?

Consultation was conducted by way of an Organizational Survey. Organizations were asked what services they provide, which included the name of their program, description of services, the types of persons benefitting from these services, and the location(s) covered by the services. Organizations were also asked to describe the needs within the jurisdiction for the services they provide and the populations which they serve, including how such needs were determined. Organizations providing housing services were asked to describe the supportive housing needs of clients, and business organizations additional questions about the workforce, infrastructure, and training initiatives. Organizations providing services to the homeless were asked about the number of emergency shelter beds, transitional housing units, and permanent supportive housing units available to households with children, adult only households, chronically homeless households, veterans, and unaccompanied youth

Agency/Group/Organization	Dream Center
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Agency/Group/Organization Type	Services-Homeless
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What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
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How was the Agency/Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?

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Agency/Group/Organization	Montgomery County Homeless Coalition
Agency/Group/Organization Type	Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-Homeless Services - Victims
What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
How was the Agency/Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	
<p>Consultation was conducted by way of an Organizational Survey. Organizations were asked what services they provide, which included the name of their program, description of services, the types of persons benefitting from these services, and the location(s) covered by the services. Organizations were also asked to describe the needs within the jurisdiction for the services they provide and the populations which they serve, including how such needs were determined. Organizations providing housing services were asked to describe the supportive housing needs of clients, and business organizations additional questions about the workforce, infrastructure, and training initiatives. Organizations providing services to the homeless were asked about the number of emergency shelter beds, transitional housing units, and permanent supportive housing units available to households with children, adult only households, chronically homeless households, veterans, and unaccompanied youth</p>	

Agency/Group/Organization	United Way of Greater Houston
Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Services - Victims
What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
How was the Agency/Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	
<p>Consultation was conducted by way of an Organizational Survey. Organizations were asked what services they provide, which included the name of their program, description of services, the types of persons benefitting from these services, and the location(s) covered by the services. Organizations were also asked to describe the needs within the jurisdiction for the services they provide and the populations which they serve, including how such needs were determined. Organizations providing housing services were asked to describe the supportive housing needs of clients, and business organizations additional questions about the workforce, infrastructure, and training initiatives. Organizations providing services to the homeless were asked about the number of emergency shelter beds, transitional housing units, and permanent supportive housing units available to households with children, adult only households, chronically homeless households, veterans, and unaccompanied youth</p>	

Agency/Group/Organization	Society of St. Vincent de Paul
Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services - Victims
What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
How was the Agency/Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	
<p>Consultation was conducted by way of an Organizational Survey. Organizations were asked what services they provide, which included the name of their program, description of services, the types of persons benefitting from these services, and the location(s) covered by the services. Organizations were also asked to describe the needs within the jurisdiction for the services they provide and the populations which they serve, including how such needs were determined. Organizations providing housing services were asked to describe the supportive housing needs of clients, and business organizations additional questions about the workforce, infrastructure, and training initiatives. Organizations providing services to the homeless were asked about the number of emergency shelter beds, transitional housing units, and permanent supportive housing units available to households with children, adult only households, chronically homeless households, veterans, and unaccompanied youth</p>	
Agency/Group/Organization	Tri County Mental Health Mental Retardation
Agency/Group/Organization Type	Services-Persons with Disabilities Health Agency Other government - County
What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
How was the Agency/Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	
<p>Consultation was conducted by way of an Organizational Survey. Organizations were asked</p>	

what services they provide, which included the name of their program, description of services, the types of persons benefitting from these services, and the location(s) covered by the services. Organizations were also asked to describe the needs within the jurisdiction for the services they provide and the populations which they serve, including how such needs were determined. Organizations providing housing services were asked to describe the supportive housing needs of clients, and business organizations additional questions about the workforce, infrastructure, and training initiatives. Organizations providing services to the homeless were asked about the number of emergency shelter beds, transitional housing units, and permanent supportive housing units available to households with children, adult only households, chronically homeless households, veterans, and unaccompanied youth

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

The Consolidated Plan Organizational survey was submitted to all types of agencies operating within or serving the residents of Conroe. Any agency type not consulted would only be for the reason that no such type of agency provided services to the residents of Conroe.

Other Local/Regional/Federal Planning Efforts

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Montgomery County Homeless Coalition	The goal set forth in Conroe's Strategic Plan to Retain Affordable Housing supports the goal of the Continuum of Care to eliminate and reduce homelessness. Many of the beneficiaries whom this goal targets might otherwise become homeless if their current housing stock was not assisted through rehabilitation as made possible with CDBG funds.

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))

Montgomery County was consulted to obtain additional information on homelessness within the EMSA. Conroe is not a recipient of ESG funds which is the main federal housing program designed specifically to combat homelessness. The Montgomery County Housing Authority was also consulted to obtain information on the number of Section 8 Vouchers currently in use within the jurisdictional boundaries of Conroe. There are no units within the City of Conroe owned by the housing authority.

PR-15 Citizen Participation

Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

The City of Conroe advertised its draft Consolidated Plan for public comment on June 1, 2015. This advertisement outlined goals of the CDBG program, goals of the City of Conroe including anticipated use of funds, the location where citizens could obtain a copy of the plan, and contract information for solicitation of comments.

Prior to the Plan being advertised in complete draft form, the City held three Public Meetings in three separate areas of City. A needs assessment and citizen input was solicited at every meeting. On June 17, 2015 a Final Public Hearing on the Plan was held. The City Council also held two open Council Meetings where citizens had an opportunity to provide input or receive information about the grant or the process. In all, seven public meetings were held in reference to the five year planning process.

Based upon this citizen input, as well as input from City leaders, the goals and priorities for the five-year plan were developed. These are 1) investing in housing stock, and 2) a community-wide clean up.

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	Public Meeting	Community and Business Leaders				
2	Newspaper Ad	Non-targeted/broad community				
3	Public Meeting	Community and Business Leaders				

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

Introduction

The City of Conroe is a recipient of Community Development Block Grant funds (CDBG). The total appropriation for this program has increased 2% from FY12 to FY15, the total in FY12 being \$2,058,763,000 and the total in FY15 being \$2,095,100,000.

However, over this same period Conroe's allocation has increased by 19%. The FY12 total being \$552,617 and the FY15 total being \$657,852. Currently Conroe is the 5th fastest growing City in our population size in the Country. Conroe is the only city in the Houston area that made the U.S. Census' list of the top 15 fastest-growing cities with populations over 50,000. The City population has jumped over 5% each year, the past 5 years. The steady increase in our population has resulted in an increase in federal funding exceeding the increase in Congressional funding for the CDBG program nationwide.

Forecasts indicate that Conroe's population increase will remain steady for the next 4 years. Therefore, the City expects an increase in funds in the next four years to be similar to that of the past four years, approximately 3.8% annually. Accordingly for the remainder of the Strategic Plan Conroe forecasts additional CDBG funding of \$2,891,073.

In addition to CDBG funding, the City of Conroe has generously allocated General Funds towards meeting the needs of low income population groups identified in the Consolidated Plan. General Funds are also allocated toward supplementing salaries of staff and to pay for office space and supplies. As Conroe continues to grow and is expanding its tax base, the City should be able to continue allocating local funds towards meeting the needs identified in the Consolidated Plan and at current funding levels.

Expected Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total:\$	
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$657,852	0	0	\$657,852	\$2,891,073
Narrative Description of CDBG Funds							
Funds from the Community Development Block Grant Program.							
Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$
			Annual Allocation:\$	Program Income: \$	Prior Year Resources: \$	Total:\$	
General Fund	public - local	Admin and Planning Public Services	\$1,153,415	0	0	\$1,153,415	\$4,613,660
Narrative Description of Local Funds							
Local funds will supplement CDBG funds used to implement activities carried out to meet goals and outcomes. Local funds will be used to pay for administrative space, salaries for staff, fringe benefits, training, and equipment and office supplies. Local funds will also be provided to help fund neighborhood clean ups in the city's low to moderate income target areas. Additional public services targeted toward low to moderate income persons will be offered at the Oscar Johnson Jr. Community Center. General funds will also be used to provide service to the elderly, a population presumed to be low to moderate income, located at the Friendship Center Building.							

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

While the CDBG program does not have matching requirements, local funds will be allocated toward CDBG funded activities. In Year 1 Local funds will supplement the City's Administration Budget and local funds will pay for 44% of the City's Neighborhood Clean Up Program to be carried out in the City's target areas.

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

The needs identified in the plan to which a priority of High was given will not be met with the utilization of publicly owned land. High Priority is given to housing rehabilitation and neighborhood clean ups which involves land owned by private individuals.

Discussion

The City of Conroe stands in full support of the CDBG program as evidenced by allocation of resources from City general funds to supplement program activities. In the first year of this Strategic Plan, the City has allocated \$238,159 of City general funds to programs funded under the Plan and to supplement Administrative costs. This amount is 36% of the federal award.

The City also addresses the needs of its low-income residents through the allocation of \$915,256 to operate the Oscar Johnson Jr. Community Center, which is located in the City's low-income housing target area known as Dugan.

The total amount of funds allocated towards addressing the needs of Conroe's low income residents during year one of this Strategic Plan totals \$1,153,415 which is approximately 75% greater than Conroe's award of CDBG funds.

As the City of Conroe is expected to grow, the City should be able to continue supplementing CDBG funds from the General Fund to assist with addressing the needs identified in the Plan.

AP-20 Annual Goals and Objectives

Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding
Retain Affordable Housing	2015	2019	Affordable Housing	DUGAN MADELEY QUARTER	Rehabilitation of Existing Units	CDBG: \$360,574
Goal Outcome Indicator	Homeowner Housing Rehabilitated: 2 Household Housing Units					
Goal Description	<p>This goal involves preservation of single family housing units primarily in low income communities of Conroe. The areas of Dugan and Madeley Quarter are targeted to receive assistance. In these areas reside families whom have lived there for many decades. Housing stock in these areas are falling into disrepair. Without financial assistance many families would lose their place of residence. This goal will enable low-income families to remain within neighborhoods in which many have resided for generations.</p> <p>Elderly households are also expected to be assisted by this goal. The City of Conroe's housing program enables income eligible family members to remain in rehabilitated units in cases where the original beneficiary may no longer reside in the housing. Thus, this goal also allows for a modest transfer of wealth to be passed on to the next generation.</p>					
Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding
Improve Safety and Livability of Neighborhoods	2015	2019	Non-Housing Community Development	DUGAN MADELEY QUARTER	Neighborhood Cleanups	CDBG: \$25,000
Goal Outcome Indicator	Public service activities other than Low/Moderate Income Housing Benefit: 5065 Persons Assisted					
Goal Description	This goal involves enhancing the quality of life for residents of low income communities through the removal of trash and debris from vacant lots. Homeowners are also provided with the opportunity to dispose of bulk items which serves to reduce the likelihood of such items being dumped on vacant lots or being placed outside the home but within the property boundaries which too serves as an eye sore upon the community.					

Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding
Elimination of Detrimental Conditions	2015	2019	Non-Housing Community Development	DUGAN MADELEY QUARTER	Neighborhood Cleanups	CDBG: \$25,000
Goal Outcome Indicator	Public service activities other than Low/Moderate Income Housing Benefit: 5065 Persons Assisted					
Goal Description	This goal includes improving fostering a suitable living environment in low income areas by demolishing homes that are often vacant or beyond rehabilitation. Such properties may become havens for prostitution and drug activity. Thus removing such structures also reduces crime thus making areas safer in which to live.					
Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding
Restoration and Preservation of Special Properties	2015	2019	Non-Housing Community Development	Downtown Central Business District	Planned Repayments of Section 108 Loans	CDBG: \$155,708
Goal Outcome Indicator	Other: 1 Other					
Goal Description	<p>The goal of this activity is to spur economic development in downtown Conroe. The activities undertaken to meet this goal were funded through a Section 108 Loan. Section 108 of the Housing and Community Development Act allows a recipient of CDBG funds to obtain loans and obligated future CDBG funds to repay those loans. The City continues to repay this loan and will do so during this Annual Action Plan year.</p> <p>The original loan amount was \$1,850,000 to be paid over a period of 20 years. The funds were used to rehabilitate the facades of commercial buildings.</p>					
Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding
Assist the Homeless	2015	2019	Homeless		Emergency Shelters Transitional Housing Homelessness Prevention	General Fund: \$30,000

Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding
Goal Outcome Indicator	Homelessness Prevention: 250 Persons Assisted Housing for Homeless added: 60 Household Housing Unit					
Goal Description	<p>The City of Conroe is not a recipient of federal funds specifically to combat homelessness. However, the City does recognize the need to assist homeless persons and their families. To this end, the City will allocate local resources to assist the homeless and will cooperate with member agencies of the Montgomery County Homeless Coalition (MCHC) which operate programs providing shelter and services to homeless populations.</p> <p>This goal will not be met with CDBG funding and may only be estimated with knowledge of the goals of those organizations providing assistance to the homeless. Likewise, actual targets are only estimates as programs and activities are not under direct control of the City. The City's role will be in support of the programs of other MCHC members and these estimated goals depends upon the success of these other organizations.</p>					

AP-35 Projects – 91.220(d)

Introduction

During Conroe's FY16 Fiscal Year CDBG funds will be primarily used to provide affordable housing to low and moderate income homeowners through the rehabilitation of properties that are reconstructed after it is determined that rehabilitation is not economically feasible.

The City also continues to repay a Section 108 Loan that was used to rehabilitate the facades of commercial buildings in the downtown area.

Other funded initiatives will include cleaning up low to moderate income targeted neighborhoods to foster a more suitable living environment.

CDBG funds will also support the Administration and Oversight of these program initiatives.

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

CDBG funds will primarily be allocated toward housing activities. The reason for this allocation priority is that other funding to provide affordable housing is not as readily available from any other source. The low-income of residents, also precludes many from obtaining market rate loans or obtaining credit. Other types of needed public services are met by other City programs paid for with general funds, or local non-profit agencies located in Conroe.

The City is also obligated to repay its Section 108 Loan. The City secured a Section 108 Loan because it was determined in a previous program year in consultation with citizen groups, local officials, and community business representatives that revitalization of commercial areas in the downtown area was essential to bring residents back to the downtown and to eliminate blight, thus, creating economic opportunities readily available to low to moderate income persons without excessive education requirements.

Project Name	05V Neighborhood Cleanups-Community Wide Clean Up
Target Area	DUGAN MADELEY QUARTER
Goals Supported	Elimination of Detrimental Conditions Improve Safety and Livability of Neighborhoods
Needs Addressed	Neighborhood Cleanups Demolition of Blighted Properties
Funding	CDBG: \$50,000 General Fund: \$40,000
Description	Funds allocated to remove debris and trash from lots located in low to moderate income areas. Residents are also provided the opportunity to dispose of bulk trash items. Demolition of dilapidated structures may also be undertaken under this project.
Target Date	9/30/2015
Estimate the number and type of families that will benefit from the proposed activities	A total of 3,000 families may benefit from these activities. These families are low to moderate income families.
Location Description	The activities will take place in the neighborhoods of Dugan and/or Madeley.
Planned Activities	Activities may include neighborhood clean up of lots and demolition of dilapidated structures.
Project Name	14A Single-Unit Rehabilitation-Housing Program
Target Area	DUGAN MADELEY QUARTER
Goals Supported	Retain Affordable Housing
Needs Addressed	Rehabilitation of Existing Units
Funding	CDBG: \$360,574
Description	This program involves providing deferred loans or grants to low to moderate income homeowners for rehabilitation. Loan amounts range from \$40,000 to \$90,000.

Target Date	9/30/2016
Estimate the number and type of families that will benefit from the proposed activities	It is estimated that two low income families will benefit from this activity within this Action Plan year.
Location Description	Locations are to be determined but most probable to be located within the target neighborhoods of Dugan and Madeley.
Planned Activities	Planned activities are the rehabilitation of single-unit housing structures. Work may also include relocation and reconstruction where it is determined that rehabilitation is not cost effective. Additional funds are used to support rehabilitation administration which involves working with homeowners to resolve financing issues and overseeing the bid process and the work of contractors.
Project Name	19F Planned Repayments of Section 108 Loans
Target Area	
Goals Supported	Restoration and Preservation of Special Properties
Needs Addressed	Planned Repayments of Section 108 Loans
Funding	CDBG: \$155,708
Description	The City of Conroe will use CDBG funds to repay a Section 108 Loan in the original amount of \$1,850,000. The loan balance is currently \$
Target Date	7/31/2016
Estimate the number and type of families that will benefit from the proposed activities	
Location Description	
Planned Activities	Repayment of Section 108 Loan with CDBG funds.

Project Name	21A General Program Administration
Target Area	
Goals Supported	
Needs Addressed	
Funding	CDBG: \$91,570 General Fund: \$172,647
Description	Funds to provide for the administration and oversight of the CDBG program.
Target Date	9/30/2016
Estimate the number and type of families that will benefit from the proposed activities	
Location Description	
Planned Activities	Payment of the general administration and oversight of the CDBG program.

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

There are two target areas within the City of Conroe that will be targeted to receive an allocation of CDBG resources. The community of Dugan is a historical African American neighborhood with an influx of Hispanic persons purchasing units for ownership and renting units. Commercial make-up along 1st Street consists of Hair Salons, washateria and Quick Food Mart, and the like.

Madeley Quarter is also a historical, owner occupied African American community which contains a hand-wash car wash and a Mom and Pop eatery along the west boundary on 10th Street.

Both of these communities are located to the southeast of the downtown Central Business District.

Geographic Distribution

Target Area	Percentage of Funds
DOWNTOWN CENTRAL BUSINESS DISTRICT	23
DUGAN	38
MADELEY QUARTER	38

Rationale for the priorities for allocating investments geographically

The rationale for the priorities for allocating investments within these areas were that through planning and in cooperation with Conroe's City Advisory Board the neighborhoods of Dugan and Madeley Quarter were determined to be long underserved.

Discussion

The target areas of Dugan and Madeley were first established in 1998. Over the years, close to 60 homes have been brought up to code. This area was neglected for several years. Many of the plots can be traced back to original settlements of recently freed persons. The City has determined that continued investment of federal funds within this area will arrest decline and revitalize the community. This is necessary for the overall benefit of the City, as these areas are nearby Conroe's downtown business district. Recent improvements to the downtown business district also provide employment opportunities for residents of these target areas. Thus, the investment in affordable housing addresses the jobs-place mismatch often existing between

the location of entry level jobs and neighborhoods where low to moderate income persons reside.

In the analysis of disproportionate housing need Black/African American households were calculated as having disproportionate need. The areas of Dugan and Madeley Quarter have a considerable number of Black/African American households. Therefore, choosing these two areas as target areas will also enable the City to address the disproportionate housing need of Black/African American households.

AP-55 Affordable Housing – 91.220(g)

Introduction

The City of Conroe's sole federal funding source is the CDBG program. In prior years, the City decided to invest in Downtown Revitalization and is currently repaying a Section 108 Loan reducing the amount available to apply to other activities until this loan is fully repaid.

With remaining funds, the City has decided to invest in housing rehabilitation/reconstruction activities to target homeowners in the City's designated housing target communities of Dugan and Madeley. These communities are historically, the oldest African American communities in Conroe, and contain some of the worst housing stock. Additional funds are allocated for community wide clean-up in these areas, improving the livability of the neighborhood and raising the quality of life for all citizens located in these low-income communities. Both of the City's housing target areas, Dugan and the Madeley Quarter, are by census tract, block group measure designated as low-income areas.

Resulting from available funds and funding priorities, the City operates under fiscal constraints, thus, impacting upon its goals for homeless and renter/owner households.

Montgomery County, for which Conroe is the County seat, is the governmental entity having greater resources to address homeless and housing goals. Therefore, additional Conroe residents will benefit from County funded programs and services.

One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	2
Special-Needs	0
Total	2

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	2
Acquisition of Existing Units	0
Total	2

Discussion

The City hopes to meet its goal of providing decent, safe, and sanitary affordable housing to 2 low to moderate income families a year. At existing funding levels, the City cannot increase this goal.

Conroe is the County Seat of Montgomery County. The County government does receive federal funds for homeless programs. The needs for facilities and services of Conroe's homeless populations are addressed by County programs and are detailed in its Consolidated Plan.

AP-60 Public Housing – 91.220(h)

Introduction

Jurisdictions must address in their Action Plans activities to assist public housing initiatives. The City of Conroe however does not have any public housing units within its jurisdiction. Therefore, a discussion about actions planned to address the needs of public housing is not applicable to Conroe.

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

N/A.

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

N/A.

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

N/A.

Discussion

N/A.

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

Introduction

Jurisdictions receiving federal housing and community development funds must in their Annual Action Plan describe goals and actions for reducing homelessness. The City of Conroe is not a recipient of funds designed specifically to address the needs of homeless persons and has determined that the best use of its CDBG funds is to prevent homelessness. This will be accomplished through the City's housing rehabilitation program which is currently targeted to housing units located in Dugan and Madeley Quarter. If not for this program, residents could become homeless as a result of not being able to afford repairs to make their homes decent, safe, and sanitary and meeting the requirements of local housing codes.

Although CDBG funds are not currently planned to be awarded to agencies providing shelter and services to the homeless, the City will provide in-house resources through allocation of staff, and may waive certain fees and other non-code requirements on behalf of those organizations located within the City offering services to the homeless.

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

While Conroe does not receive federal funds specifically to address homelessness, the City does continue to fund the Oscar Johnson Jr. Community Center which offers programs to residents of the nearby Women's Center, as well as to those benefitting from the Salvation Army, Family Promise the Dream Center, and several other agencies providing services to the homeless. This Center offers services that assist homeless citizens in finding jobs, coping with transition, and learning life skills.

The city will reach out and assess the needs of the homeless by participating in the annual Point In Time Survey which estimates the nature and extent of homelessness within the jurisdiction and provides information on the needs of homeless persons. The City will provide police protection for survey takers on the night of the count. City police officers will also assist in identifying the locations of homeless camps. These camps are generally located in wooded areas where homeless unsheltered individuals congregate and are likely to be on the night of the survey. These camp locations shift by nature and the involvement of law enforcement is essential to identifying the whereabouts of these camps because of their constant changing location.

Addressing the emergency shelter and transitional housing needs of homeless persons

Conroe plans to address the shelter needs of homeless persons by assisting with the addition of new units into the homeless facility inventory. To accomplish this goal the City will waive the plan review and permit fees for a new Salvation Army Facility, which will provide an additional 60 beds to homeless men, women, and children. This is a value of more than \$20,000.

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

Through waiving the plan review and permit fees for a new Salvation Army, the City of Conroe will also be assisting with the availability of resources for homeless families to make the transition into permanent housing. The Salvation Army operates a program assisting the homeless to transition to permanent housing.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The City's CDBG Owner-Occupied Housing Rehabilitation/Relocation/Reconstruction Program will prevent homelessness by providing housing for qualified citizens. Under this initiative, the City demolishes substandard housing and replaces it with quality decent, safe, and sanitary affordable housing. The original houses are too dilapidated to rehabilitate and are demolished and reconstructed. The City proposes to complete a minimum of 2 houses this year, and a total of 10 over the current Five Year Plan timeframe.

There is no doubt, that this activity assists in the prevention of homelessness, as the homeowners would, at some point in the near future, be forced out of the substandard structure, and no doubt, end up homeless. Housing recipients include the elderly, frail elderly, single parents, persons with disabilities, and consists of primarily minority lower income households in Housing Target Areas within the city limits of Conroe.

Conroe does serve and will continue to be an active participant in the MCHC. The MCHC through the Continuum of Care initiative is working toward a goal of developing

a discharge coordination policy for the discharge of persons from foster or other youth facilities, correctional programs, health care facilities and institutions, in order to prevent such discharge from immediately resulting in homelessness for such persons. To date, the Coalition has not had success in working with correctional institutions in addressing the unique needs of persons being discharged from such institutions. The Coalition will continue dialogue with all facilities to raise their awareness for the need of a discharge policy and work toward implementation with each facility.

Discussion

Though the City supports the mission of the Montgomery County Homeless Coalition, this Coalition is not part of City government. As such the City cannot directly impact upon goals through the requisite level of funding required. However, the City will continue to be an active member within this Coalition, will participate in the Point In Time Survey including but not limited to providing security to survey takers, and may waive fees and other requirements as appropriate regarding facilities providing shelter and housing to homeless persons and their families.

The City will plans to continue funding the Oscar Johnson Jr. Community Center which currently houses services for the homeless. The City's financial support of this Center reduces facility operational costs that would otherwise have to be paid for by other members of the MCHC.

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

Introduction:

Land use controls, tax policies, zoning ordinances, building codes, fees, charges, and growth limitations may have a negative effect on affordable housing production. Jurisdictions that receive housing funds from the federal government are required to look into local policies to determine if they have an adverse impact on the production of affordable housing.

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 analyzed local policies to determine the extent to which they might impact negatively on affordable housing investment. It has been determined that the City's current policies are actually conducive to the production of affordable housing. Because the CDBG Grant Administrator is also over the construction and development in Conroe, any new development policies are scrutinized for impact on affordable housing and Fair Housing Policies.

The City of Conroe does not have any zoning regulations prohibiting certain types of housing in various areas, nor does the City charge development impact fees. The City has adopted the 2009 International Residential Building Code and nothing within this code has been identified to negatively affect investment in affordable housing. The provisions of this code are deemed necessary to ensure the health and safety of all residents. The City does have permit fees and plat application fees as part of its subdivision ordinances. However, none were judged excessive. In fact, to facilitate reducing the costs of housing, the City allows developers to resubmit their plans twice without charging any additional fees.

One barrier which has been identified is the lack of market funds available for affordable housing. The City of Conroe's CDBG allocation is small and the City is not a participating jurisdiction in the HOME program. Therefore, the City does not offer a down payment assistance program to low-income families. To address the gap in affordable housing finance the City will work with the Montgomery County Housing Finance Corporation and seek other partners to secure funding for the development of affordable housing. One such partner is the United Cerebral Palsy Foundation that has a down-payment assistance program which helps disabled persons with finding suitable affordable housing that is also in compliance with American Disabilities Act requirements.

Discussion:

The City of Conroe will continue to study barriers to affordable housing over the period of this strategic plan. Some of the areas to be analyzed will be City fees charged and length of time for plan approvals. Conroe is growing at a considerable rate. As of last year, there were 7 new subdivisions being developed in Conroe and six were expanding. Many of these were offering starter homes in the low \$100,000's.

AP-85 Other Actions – 91.220(k)

Introduction:

The Consolidated Plan regulations and federal housing statutes require that jurisdictions receiving federal housing and community development funds also provide a concise summary of other actions to address the needs of low to moderate income persons.

Actions planned to address obstacles to meeting underserved needs

The City of Conroe has identified the following obstacles to meeting underserved needs: 1) fear of government/cultural differences, 2) limited funds, 3) rising costs of construction, and 4) economic downturn.

The City plans to address misunderstanding or mistrust of residents with their local government through its Citizen Advisory Board. This Board consists of residents that live within the target areas of Dugan and Madeley Quarter and who have long advocated for residents there. In 2011 we were able to recruit the involvement of a Hispanic resident which has made a difference crossing cultural barriers.

Actions planned to foster and maintain affordable housing

The primary action planned by the City to foster and maintain affordable housing remains its housing rehabilitation/reconstruction program. The City targets residents living in the areas of Dugan and Madeley. Within these areas, in many instances it is determined that rehabilitation is not feasible and therefore reconstruction takes place.

It is anticipated that two families will have their home rehabilitated in the upcoming year. Without this program, there is no doubt that residents, whom have resided in Conroe for generations, would lose their housing and be forced to relocate or to become homeless.

Actions planned to reduce lead-based paint hazards

The City will distribute information on hazards of lead paint in English and also in Spanish. This information is distributed to applicants of the City's housing activities and is given to other community organizations to distribute to their participants.

The City is evaluating, testing, and abating lead-based paint on a case by case basis in the downtown area and in our housing rehabilitation reconstruction efforts.

Through its rehabilitation/reconstruction program old substandard structures are completely renovated and lead-based paint hazards removed.

The City may also continue with its periodic display in the City Hall on lead-based paint hazards.

During the program year covered by this annual action plan it is anticipated that 2 single family housing units will have lead-paint issues addressed.

Actions planned to reduce the number of poverty-level families

The City will continue to analyze existing information and data to identify the problems and needs facing poverty-level families in the City. The City will encourage existing networks of social service providers to expand their efforts to coordinate referrals and services to address the needs of poverty-level families. In addition, the City will encourage local social service providers to establish and expand case management systems for poverty-level families. The primary project funded by the City to address poverty prevention is the housing program, which provides an opportunity for affordable, decent, safe, and sanitary housing and prevents families from slipping into, or further into, poverty.

The City will continue to fund the Oscar Johnson Jr. Community Center which offers job readiness training and referrals.

The City of Conroe has experienced an increase in Hispanic speaking persons migrating into the City. To assist this population in reducing poverty the City has provided a property, a portable building, and electricity for a day labor center. At this location, persons who are willing to work are connected with short term employers.

The center also has 3 computers where persons can enhance their English speaking skills. A total of 100 persons a day visit the center.

Actions planned to develop institutional structure

The City of Conroe is committed to establishing and maintaining working relationships with organizations and institutions that are service providers for Conroe. The City of Conroe has focused on working to coordinate and communicate affordable housing, supportive housing, homeless and non-housing community development strategies to community groups and local government officials.

The City will continue to assist and develop means to share information with community groups, public institutions, non-profit organizations and private industry, in order to identify resources and opportunities and coordinate activities as appropriate.

The City will also continue to work with the Consortium of Community Assistance Projects in the coordination of service providers. The City will continue to provide technical assistance to

providers as requested.

The City of Conroe does not own or operate any public housing or a public housing agency. The Montgomery County Housing Authority is a quasi-governmental entity and administers the Section 8 Voucher Program throughout Montgomery County, including, here in the City. Although the City is not responsible for the Housing Authority, the City does have a cooperative agreement with the Montgomery County Housing Authority to allow them to operate and issue vouchers within the City of Conroe's incorporated areas. The City supports the Housing Authorities' mission and works closely with them.

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

The City will work diligently to enhance coordination with the Housing Authority. The City also will continue with securing through other resources a downpayment assistance program to operate within the City that will assist housing voucher clients to get into permanent homes. The City will continue its partnership with the Montgomery County Women's Center to assist with the Transitional Housing facility for victims of domestic violence and currently is assisting with additional goals of the Center. The facility is located in Conroe, Texas and continues operating today to serve women and children in need. The City will partner with the Salvation Army in Program Year 2015 to facilitate the construction of a new shelter for the homeless men, women, and children. This new facility will add more than 60 beds to the homeless shelter availability.

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

Introduction:

The use of anticipated program income must be identified by jurisdictions in their Annual Action Plan. The City of Conroe does not have any Program Income generated by CDBG activities that would need identification in this year's Annual Action Plan.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

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

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

Other CDBG Requirements

- | | |
|---|---|
| 1. The amount of urgent need activities | 0 |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. | |

Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. 100.00%

Discussion:

The City of Conroe does not do Slum Blight activities. With its small allocation of CDBG funds, the City carries out Low Moderate Housing activities and Low Moderate Area activities. Therefore, 100% of expenditures will meet the primary objective of the CDBG program which is to provide services that benefit low and moderate income persons.