2013 ANNUAL ACTION PLAN
AND CPMP TOOL
CITY OF CONROE, TX

Opened in 2013, The City of Conroe’s R.A. “Mickey” Deison Technology Park at the Lone Star Executive Airport will bring high-tech job opportunities to Conroe for years to come. Built on land just north of downtown, the 248 acre business site has been designed with a state of the art aviation theme where many features in the Park resemble parts of aircrafts. Tour the Park at http://www.deisontechnologypark.com.
“Conroe’s future is flying high.” Webb K. Melder, Mayor

OCTOBER 01, 2013 THRU SEPTEMBER 30, 2014

WEBB K. MELDER, MAYOR

NANCY S. MIKESKA, ASSISTANT DIRECTOR
COMMUNITY DEVELOPMENT
2013 Annual Action Plan

Nancy S. Mikeska, Assistant Director Community Development

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Fourth Program Year Action Plan

The CPMP Fourth Annual Action Plan includes the SF 424 and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

### SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

<table>
<thead>
<tr>
<th>Date Submitted</th>
<th>Applicant Identifier</th>
<th>Type of Submission</th>
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<tbody>
<tr>
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<td>B-13-MC-48-0038</td>
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<td>State Identifier</td>
<td>Application</td>
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<tr>
<td>Date Received by HUD</td>
<td>Federal Identifier</td>
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<td></td>
<td>□ Non Construction</td>
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### Applicant Information

City of Conroe
300 W. Davis  Suite 535
P. O. Box 3066
Conroe  Texas  77305

Employer Identification Number (EIN):
74-6000555

Program Type:
Specify Other Type if necessary:
Local Government: City

### U.S. Department of Housing and Urban Development

Catalogue of Federal Domestic Assistance Numbers; Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding

### Community Development Block Grant

14.218 Entitlement Grant

CDBG Project Titles: Housing, Public Service, Administration, Section 108 Repayment, Revitalization

Description of Areas Affected by CDBG Project(s): Incorporated areas of the City of Conroe, TX.

$CDBG Grant Amount: $579,288
$Additional HUD Grant(s) $0

$Additional Federal Funds Leveraged $0
$Additional State Funds Leveraged $0

$Locally Leveraged Funds $1,092,369
$Grantee Funds Leveraged $212,000

$Anticipated Program Income $0
Other (Describe)

Total Funds Leveraged for CDBG-based Project(s) $1,304,369
### Home Investment Partnerships Program

<table>
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<tr>
<th>Description of Areas Affected by HOME Project(s)</th>
<th>$HOME Grant Amount</th>
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<tr>
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<td>$Grantee Funds Leveraged</td>
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<tr>
<td>$Anticipated Program Income</td>
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### Housing Opportunities for People with AIDS

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<tr>
<th>Description of Areas Affected by HOPWA Project(s)</th>
<th>$HOPWA Grant Amount</th>
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<td>$Additional Federal Funds Leveraged</td>
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<tr>
<td>$Anticipated Program Income</td>
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### Emergency Shelter Grants Program

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<td>$Grantee Funds Leveraged</td>
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</tr>
<tr>
<td>$Anticipated Program Income</td>
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### Congressional Districts of:

<table>
<thead>
<tr>
<th>Applicant Districts 8</th>
<th>Project Districts 8</th>
<th>Is application subject to review by state Executive Order 12372 Process?</th>
</tr>
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<tbody>
<tr>
<td>☐ Yes</td>
<td>☒ No</td>
<td>This application was made available to the state EO 12372 process for review on DATE</td>
</tr>
<tr>
<td>☐ N/A</td>
<td>☒ Yes</td>
<td>Program is not covered by EO 12372</td>
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<tr>
<td>☒ No</td>
<td>☐ Yes</td>
<td>Program has not been selected by the state for review</td>
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<tr>
<td>Person to be contacted regarding this application</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-----------------------------------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>First Name</strong></td>
<td>Nancy</td>
<td><strong>Middle Initial</strong></td>
</tr>
<tr>
<td><strong>Title</strong></td>
<td>Asst. Director of Community Development</td>
<td><strong>Phone</strong></td>
</tr>
<tr>
<td><strong>eMail</strong></td>
<td><a href="mailto:nmikeska@cityofconroe.org">nmikeska@cityofconroe.org</a></td>
<td><strong>Grantee Website</strong></td>
</tr>
<tr>
<td><strong>Signature of Authorized Representative</strong></td>
<td>Webb K. Melder, Mayor</td>
<td><strong>Date Signed</strong></td>
</tr>
</tbody>
</table>
Exhibit “A”
CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

☐ This certification does not apply.
☒ This certification is applicable.

NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:
1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
   a. The dangers of drug abuse in the workplace;
   b. The grantee's policy of maintaining a drug-free workplace;
   c. Any available drug counseling, rehabilitation, and employee assistance programs; and
   d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will –
   a. Abide by the terms of the statement; and
   b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted –
   a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
   b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.
Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:
8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

Signature/Authorized Official

Webb K. Melder
Name
Mayor
Title
300 W. Davis, P. O. Box 3066
Address
Conroe, Texas 77305
City/State/Zip
936/522-3063
Telephone Number

08/13/2013
Date
Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan** -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds** -- It has complied with the following criteria:

11. **Maximum Feasible Priority** - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);

12. **Overall Benefit** - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2011, 2012, 2013, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;

13. **Special Assessments** - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

   However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** -- It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;
Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

Compliance with Laws -- It will comply with applicable laws.

[Signature]
Signature/Authorized Official

[8/12/2013]
Date

Webb K. Melder
Name

Mayor
Title

300 W. Davis, P. O. Box 3066
Address

Conroe, Texas 77305
City/State/Zip

936/522-3063
Telephone Number
OPTIONAL CERTIFICATION
CDBG

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

Signature/Authorized Official

Name

Title

Address

City/State/Zip

Telephone Number

Date
Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

__________________________  __________
Signature/Authorized Official  Date

Name
Title
Address
City/State/Zip

Telephone Number
HOPWA Certifications

The HOPWA grantee certifies that:

**Activities** -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building** -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,

2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

__________________________  __________________________
Signature/Authorized Official  Date

__________________________
Name

__________________________
Title

__________________________
Address

__________________________
City/State/Zip

__________________________
Telephone Number
ESG Certifications

I, [Chief Executive Officer of Not a valid link.], certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 CFR 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 CFR 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.


3. The requirements of 24 CFR 576.56, concerning assurances on services and other assistance to the homeless.


5. The requirements of 24 CFR 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.

6. The requirement of 24 CFR 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.


8. The requirements of 24 CFR 576.65(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.

9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 CFR 76.56.

10. The requirements of 24 CFR 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related
APPENDIX TO CERTIFICATIONS

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

Lobbying Certification
This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Drug-Free Workplace Certification
1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

<table>
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<tr>
<th>Place Name</th>
<th>Street</th>
<th>City</th>
<th>County</th>
<th>State</th>
<th>Zip</th>
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<tbody>
<tr>
<td>Conroe City Tower</td>
<td>300 West Davis Suite 535</td>
<td>Conroe</td>
<td>Montgomery</td>
<td>TX</td>
<td>77301</td>
</tr>
</tbody>
</table>

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal...
criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:
a. All "direct charge" employees;
b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must completed, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan

Signature/Authorized Official

[Signature]

Date

8/12/2013

Webb K. Melder
Name

Mayor
Title

300 W. Davis, P. O. Box 3066
Address

Conroe, Texas 77305
City/State/Zip

936/522-3063
Telephone Number
Narrative Responses

GENERAL

Executive Summary

Program Year 4 Action Plan Executive Summary:

The 2013 Annual Action Plan for the City of Conroe, TX sets out the activities to be undertaken by the City utilizing CDBG funds. The activities to be undertaken include: 1) Housing Rehabilitation/Relocation/Reconstruction; 2) Public Services - Clean-Up/Demolition Project; 3) 108 Loan Repayment and Downtown Revitalization 4) Administration; and 5) Program Delivery of the Housing Program. These activities were selected with the assistance of public input and considering the needs that were prioritized during the City’s Five-Year Consolidated Planning Process.

1) Housing Rehabilitation/Relocation/Reconstruction Program

This activity is prioritized in order to improve the inventory of affordable, decent, safe, and sanitary housing for low-to moderate-income citizens. Additionally, because the City is working in a specific target area, the Housing Program is also creating long term neighborhood improvements to areas that at one time were left to deteriorate and/or collapse.

MISSION: SAVE OUR NEIGHBORHOODS!

Objective #2 - Decent Housing
Outcome #2 - Affordability
Outcome Statement: During the 2013 grant cycle, the City will use $295,291 in CDBG funds to provide demolition and reconstruction activities with temporary relocation assistance, when
necessary, for at least two (2) qualified homeowners in the City’s identified target areas, as designated and approved by City Council, in the incorporated area of the City of Conroe, for the purpose of making affordable, decent, safe, and sanitary, housing available to low-income citizens. This project provides affordability for the purpose of providing decent affordable housing.

2) Public Services – Community-Wide Clean-Up Project

This activity is prioritized in order to enhance the public services in the designated low-income housing target areas. In the interest of safe and sanitary environmental concerns, this project will provide for a Community Clean-Up Project to pick-up and haul trash and debris from the low-income housing target area, and/or demolish structures that are no longer safe or sanitary. The project will benefit an entire low-income area, which includes seniors, adults, children, and the disabled, who are typically, in this area, minority and very low-income. The City deems it important to assist in providing a healthy home and neighborhood environment. These funds will provide an opportunity for a better quality of life.

From piles of tires, to junk and debris, keeping the CDBG Housing Target Area clean and sanitary are key factors to a successful Program. The City will use City staff and equipment to complete an annual or bi-annual Community Wide Clean-Up Project in Duwan and the Madeley Quarter.

MISSION: PROVIDE A HEALTHY ENVIRONMENT

Objective #1 - Suitable Living Environment
Outcome #1 - Availability/Accessibility

Outcome Statement: During the 2013 grant cycle, or over several grant cycles, the City will use $10,000 in CDBG funds to provide a Community-Wide Clean-Up Program for two low-income areas, designated as the City’s Housing Target Areas. The City will utilize City staff and appropriate contractors to demolish, collect and haul debris, trash, deteriorated structures, and garbage from the area, thereby creating a more suitable living environment and more viable and healthy community. The project will enhance the quality of life for not only the children and senior citizens living in the neighborhood, but for all residents.
3) Section 108 Repayment and Downtown Revitalization Activities

These two activities are prioritized in order to honor the City's commitment to retire the debt on the 108 Guaranteed Loan proceeds that were used to revitalize and enhance downtown buildings to encourage downtown area growth and maintenance. The revitalization of our downtown has played a role in reducing crime downtown, promoting downtown businesses, which create jobs, or sustain jobs, and enhancing the downtown visitor population. Additionally, the revitalization has saved historical buildings and a part of Conroe's history. A dollar figure cannot be placed upon the value of preserving the history of our City. However, the City values it enough to put thousands of City general fund dollars into restoration and revitalization along with utilizing the 108 and CDBG Funds.

Before
The corner building had been many things before it fell into disrepair.

Today it is a favorite local pub where people gather after work to relax.

After

MISSION: SAVE OUR DOWNTOWN!

Objective #3 - Creating Economic Opportunities
Outcome #3 - Sustainability
Outcome Statement: During the 2013 grant cycle, the City will use $158,140 in CDBG funds for the repayment of principal and interest due on the Section 108 Guaranteed Loan proceeds used to rehabilitate commercial facades on downtown buildings to assist businesses in a targeted downtown area, for the purpose of developing and sustaining economic opportunities in the area. Though the 108 Repayment will continue, during the 2013 grant cycle, the facade program is complete, as the funding has been exhausted. These projects provide sustainability for the purpose of creating economic opportunities and preserving the history of our downtown.
Program Goal Summary

This submission marks the Fourth year of the City’s current Five Year Consolidated Plan. The third year of the City’s current Consolidated Plan is not yet completed. Under the Housing Rehabilitation/Relocation/Reconstruction Program, there were 3 houses completed in the latter part of the 2010 Plan Year and 2 houses completed at beginning of Program Year 2011. During the current 2012 Program Year the City has qualified multiple housing clients, and at this writing the City has met or exceeded our goal of a minimum of 2 houses per program year of the City’s Five Year Plan. The City more than met the previous Five Year Plan Goal of constructing 15 houses in the Housing Target Area during the Five Year Plan timeframe. The past performance of the City of Conroe’s CDBG Program, has demonstrated consistent meeting of goals and objectives. The City has been in compliance and found to have grant capacity continually for the history of the Program through many prior Five Year Plans and Annual Action Plans.

Public Input Summary

City CDBG staff and the CDBG Advisory Committee published in the local newspaper and posted notices of all public meetings at the City of Conroe Recreation Center, the Oscar Johnson Jr. Community Center and the City Hall public bulletin boards. A Spanish Interpreter was available, when needed, at all public meetings for the convenience of the public. Any person with special needs or disabilities was provided accommodations, to meet their specific need. Citizens were given the opportunity to voice their comments publicly and address the Committee. The public was also encouraged to submit their comments in writing and/or to speak in confidence directly with, Asst. Community Development Director, Nancy Mikeska. Verbal comments were received from the Director of the Parks Department, the Mayor, the Mayor Pro Tem, a Downtown Advocate, one member of the City Council, several housing clients, and a local pastor from the Target Area. All of these comments were positive toward the projects that the Advisory Committee had prioritized. There were no comments submitted in writing. Comments, where appropriate, are used as part of the City’s strategy for placing a priority on proposed goals and objectives that are ultimately presented to City Council for their approval. Projects are selected based on criterion that includes, but is not limited to: funding available, priority need, number to be served, location in Target Area, gap in service need, credible proposal, and the accountability of the manner of implementation.

Citizens To Be Served

For the purpose of this Annual Action Plan, low- to moderate-income concentration is defined as an area where at least 51% or greater concentration of persons have incomes of 80% or less of the HUD annual family median income. For the purpose of this plan, minority concentration is defined as an area where at least 51% of the population is racial and/or ethnic concentration.

CDBG Administration

The CDBG Office is located in the City Tower, where many City offices are located, including the Office of the Mayor and the City Council Chambers. The specific office address is 300 West Davis, Suite 535, Conroe, Texas 77301 and the mailing address is City Of Conroe, Nancy Mikeska, Asst. Director of Community Development, P.O. Box 3066 Conroe, Texas 77305. The Asst. Director of Community Development, Nancy S. Mikeska, is the CDBG contact person and designated HUD liaison for the City of Conroe. Ms. Mikeska is responsible for the administration of the program and the accountability of the funding, with support from CDBG staff and City staff at many levels.
General Questions/Information

Resources

Federal Resources

In this part, the federal resources expected to be available to address the priority needs and specific objectives identified in the strategic plan are identified. These resources include grant funds and program income. During FY 2013, The City of Conroe expects to receive a total of $579,288 in Community Development Block Grant Funds, from HUD, in formula entitlement funds. The following table shows the amount of funds expected from each entitlement grant.

Table 2: Source of Program Funds, City of Conroe, Texas, 2013.

<table>
<thead>
<tr>
<th>Source of Funds</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDBG</td>
<td>$579,288</td>
</tr>
<tr>
<td>HOME</td>
<td>$0.00</td>
</tr>
<tr>
<td>ADDI</td>
<td>$0.00</td>
</tr>
<tr>
<td>ESG</td>
<td>$0.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$579,288</strong></td>
</tr>
</tbody>
</table>

Source: U.S. Department of Housing and Urban Development

Funding Sources Table Narrative

The Funding Sources Table is required by HUD. This Table was revised with the release of HUD’s Community 2020 Community Planning Software during FY 1998 and is still used for those grantees not using IDIS submission. The Funding Sources form provides information on the grantee’s current fiscal year formula grants. This may consist of grants from one or more of the following CPD programs:

- Community Development Block Grant (CDBG)
- Emergency Shelter Grant (ESG)
- HOME Investment Partnerships Program (HOME)
- Housing Opportunities for Persons with AIDS Program (HOPWA)
- American Dream Downpayment Initiative (ADDI)
- Neighborhood Stabilization Program (NSP)

The form also includes any reallocated funds from any of these programs’ grants. For the purpose of the CDBG program only, the form requires that the grantee report prior year program income and reprogrammed prior years’ funds. CDBG prior year program income represents income that has accrued to the grantee during the previous program year, which has not been programmed or included in the grantee’s prior reports on funding sources. CDBG reprogrammed prior years’ funds represent commitments made in whole, or in part, to a particular activity or activities, but then are recommitted, in whole or in part, to another activity or activities.

The form requires that the grantee also report a total for its estimated program income that it will receive from one or more of the formula grants, including the CDBG, HOME, ESG, ADDI, and HOPWA programs during the Working Plan Year. The grantee also must report the total allocations it received under the Section 108 Loan Guarantee fund. To facilitate public understanding of housing and community development planning decisions at the local level,
the form has been developed to reflect not only the total funds available or the proposed projects through the above six (6) CPD programs, but also to reflect the "other funds" that are available for these projects. "Other Funds" is a memo entry and is not included in the Total Funding Sources.

The entitlement grant amount listed in the Funding Sources Table includes $579,288 in Program Year CDBG Program funds. The Table also allows the City to describe sources of program income. For the period from October 1, 2013 to September 30, 2014, the City of Conroe does not expect any program income from its CDBG Program.

The City of Conroe received no 108 allocation during Program Year 2012 and does not anticipate receiving any in Program Year 2013.

The City of Conroe did not receive any Program Income in Program Year 2012 and does not anticipate receiving any in Program Year 2013.

**Funding Sources**

<table>
<thead>
<tr>
<th>Entitlement Grant (includes reallocated funds)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>CDBG</td>
<td>$579,288</td>
</tr>
<tr>
<td>ESG</td>
<td>$0</td>
</tr>
<tr>
<td>HOME</td>
<td>$0</td>
</tr>
<tr>
<td>ADDI 2013</td>
<td>$0</td>
</tr>
<tr>
<td>HOPWA</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$579,288</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Prior Years' Program Income NOT previously programmed or reported</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDBG</td>
</tr>
<tr>
<td>ESG</td>
</tr>
<tr>
<td>HOME</td>
</tr>
<tr>
<td>HOPWA</td>
</tr>
<tr>
<td><strong>Total</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Reprogrammed Prior Years' Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDBG</td>
</tr>
<tr>
<td>ESG</td>
</tr>
<tr>
<td>HOME</td>
</tr>
<tr>
<td>HOPWA</td>
</tr>
<tr>
<td><strong>Total</strong></td>
</tr>
</tbody>
</table>

| Total Estimated Program Income | $0 |
| Section 108 Loan Guarantee Fund | $0 |
| **TOTAL FUNDING SOURCES**      | **$579,288** |
| Other Funds                    | $0 |
| Submitted Proposed Projects    | $579,288 |
| Totals                         | $579,288 |
| Unsubmitted Proposed Projects  | $0 |
| Totals                         | $0 |
Other Resources

In this part, the resources from private and non-federal public sources that are reasonably expected to be made available to address the needs reflected in the Plan are identified. This part also explains how Federal funds will leverage those additional resources, including a description of how matching requirements, if any, of the HUD programs will be satisfied.
<table>
<thead>
<tr>
<th>Additional Federal Funds (Collaborative)</th>
<th>Received From</th>
<th>Local Funds</th>
<th>City Funds to Supplement</th>
<th>State Funds</th>
<th>Funds Used For</th>
<th>Grantee Funds</th>
<th>Funds Used For</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>63,000</td>
<td>Supplements salary and benefits, travel and training</td>
<td></td>
<td>150,000</td>
<td>108 Re-Payment to assist in the elimination of slum and blight</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>11,220</td>
<td>CDBG Office Space-Provided by City</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>3,800</td>
<td>Montgomery County Community Foundation</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>1,500</td>
<td>Kohl's Cares</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>25,512</td>
<td>Friendship Center</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>980,258</td>
<td>Oscar Johnson, Jr. Community Center Facility and Staff to provide educational programs for L/M/I persons &amp; Public Facility</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>40,000</td>
<td>City Staff and Equipment for Community Clean</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>1,125,290</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>160,000</td>
<td>Community Pride Clean-Up Project</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>10,000</td>
<td>Project</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>1,285,290</td>
<td></td>
</tr>
</tbody>
</table>
Support of Applications By Other Entities Table Narrative

This section also includes the Support of Applications By Other Entities Table. This Table was not included in the CPMP Tool nor HUD’s Community 2020 Community Planning Software from Program Year 1998. It is included as part of the City’s Program Year 2013 Consolidated Annual Action Plan to provide continuity between the City’s Five Year Consolidated Plan and the Annual Consolidated Action Plans required by HUD.

This Table is divided into two (2) parts, A and B. Part A includes formula/entitlement programs while Part B lists the competitive programs that other entities may apply to for funds. The City of Conroe plans to support all applications by other entities. It should be noted that no applications are expected for Public Housing MRAP or the Hope 1 Programs since they supply funds to public housing projects and the City does not have any public housing.

**U. S. Department of Housing and Urban Development**  
**CPD Consolidated Plan**  
**Support of Applications by Other Entities Report**

<table>
<thead>
<tr>
<th>Funding Source</th>
<th>Support Application by Others</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PART A</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Formula Programs</strong></td>
<td></td>
</tr>
<tr>
<td>ESG</td>
<td>Y</td>
</tr>
<tr>
<td>Public Housing Comprehensive Grant</td>
<td>Y</td>
</tr>
<tr>
<td><strong>PART B</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Competitive Programs</strong></td>
<td></td>
</tr>
<tr>
<td>HOPE 1,2,3,</td>
<td>Y</td>
</tr>
<tr>
<td>ESG</td>
<td>Y</td>
</tr>
<tr>
<td>Supportive Housing</td>
<td>Y</td>
</tr>
<tr>
<td>HOPWA</td>
<td>Y</td>
</tr>
<tr>
<td>Safe Havens</td>
<td>Y</td>
</tr>
<tr>
<td>Rural Homeless Housing</td>
<td>Y</td>
</tr>
<tr>
<td>Sec. 202 Elderly</td>
<td>Y</td>
</tr>
<tr>
<td>Sec. 811 Handicapped</td>
<td>Y</td>
</tr>
<tr>
<td>Moderate Rehab SRO</td>
<td>Y</td>
</tr>
<tr>
<td>Rental Vouchers</td>
<td>Y</td>
</tr>
<tr>
<td>Rental Certificates</td>
<td>Y</td>
</tr>
<tr>
<td>Public Housing Development</td>
<td>Y</td>
</tr>
<tr>
<td>LIHTC</td>
<td>Y</td>
</tr>
</tbody>
</table>
Geographic Description of Area

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year.

Program Year 4 Action Plan General Questions Response:

The City of Conroe's service area includes all areas within the incorporated City limits with priority given to the areas of low- to moderate-income and minority concentration which surrounds the downtown area and just east of the downtown area. The downtown area is geographically located just southeast of the crossroads of IH 45 and SH 105. The downtown area of the City of Conroe has been designated as a slum and blighted area by the City Council. The City has prioritized two low- to moderate-income minority areas just east of downtown and to the north and south. These areas known as Dugan, (to the south) and the Madeley Quarter, (10th Street, to the north), have been designated as CDBG Housing Target Areas because of the number of houses in deteriorating condition and the concentration of minority low-income persons. At this writing, the Housing Program only operates in those two specific and designated areas. Additionally, the social service funding, designated to the Community-Wide Clean-Up Project, will provide trash and debris clean-up and haul services in the designated Housing Target Areas. The Community-Wide Clean-Up Project is a low-moderate income area (LMA) designated activity, as confirmed by Census tract data. The funding is designated into these two target areas to assist in bringing these areas into an appropriate living environment, and to improve the affordable, decent, safe, and sanitary housing stock in the community where there is a concentration of low-income citizens. See maps attached for the target areas and minority concentration. These areas have been so neglected, for so long, that it is the City's intent to continue the Program operating in these areas for some time.

City of Conroe Basis for Funding Allocation

2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.

Program Year 4 Action Plan General Questions Response:

Due to the aging housing stock of these areas surrounding downtown Conroe, the priority for targeting these areas is not only obvious, but has been well documented during the Five Year Planning Process. The City of Conroe was incorporated in December 1904 and is the county seat of Montgomery County. The oldest sections of the City are within 1½ miles around the immediate downtown business district and the courthouse. The areas of the most concentration of minorities are on the east and south sides of the immediate downtown area. The areas of the lowest income concentration surround the downtown area. Within these target areas, are pockets of extremely low-income citizens, who are unable financially and in some cases, physically to repair their homes. Many of the homes are too dilapidated to be reasonably repaired. The basis used for the allocating of funds, took all of these factors into account. The Housing Target Areas and the Community Clean-Up Project are both located in the most economically disadvantaged areas of the City. The City has prioritized utilizing funds where they are most needed.
Actions to Address Obstacles for Underserved

3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.

Program Year 4 Action Plan General Questions Response:

The primary obstacle in meeting underserved needs is the amount of available funds and leveraging of those funds. Every service provider, every agency, every program and every governmental agency is struggling with limited budgets making it a challenge to sustain the programs, much less meet all the needs. Therefore, some needs are not met because of choices to fund one set of priority needs vs. another. In attempting to meet the underserved needs, the City will continue the Housing Rehabilitation/Relocation/Reconstruction Program; the City will sponsor a Community-Wide Clean-Up and Outreach Project, which will provide more education about environmentally sound practices and recycling, as well as, improve the sanitary and environmental conditions for the entire low-income community, which includes children, adults, seniors and disabled citizens; and the City will continue the 108 Loan Program to revitalize the downtown area by meeting the goal of the 108 Loan repayment.

During Program Year 2013, the City will continue to gather information and data on the needs of Conroe residents. In addition, the City will explore additional program funding opportunities and continue to work closely with local social service providers in maximizing the available services. The City will continue to assist in developing the capacity of non-profit organizations to meet the underserved needs of Conroe residents. The City will continue to encourage the development of new non-profits and encourage non-profits from the City of Houston, Harris County, and/or Montgomery County to provide assistance to Conroe residents.

The most vocal underserved need brought forth during the annual planning process and public hearings was a concern for low-income families living in near poverty. The cost of assisting families with housing, health care, children and youth programs, and basic necessities is overwhelming. Consistent with the City of Conroe’s Community Development and Housing Consolidated Five Year Plan, the City is committed to addressing the need of this underserved population of citizens. In 2013, and with future CDBG funds, the City intends to prioritize housing for low-income citizens who qualify for assistance. The City will continue to fund the Oscar Johnson, Jr., Community Center and its programs through the City general fund. The Center provides programs and tutorials for children and youth in the low-income target areas.

Another underserved need discussed during the planning process was flooding and drainage issues. City staff has identified drainage/flooding problems affecting the low lying areas in the City. The costs associated with improvements to flood prone areas are very high and beyond the City’s reach at this time. The City will pursue all joint efforts with other sources to study and possibly apply for federal funding to alleviate the situation. The City has undertaken and completed a drainage capital project, in the Housing Target Areas utilizing City general fund dollars.

The Fourth underserved need addressed in the planning process was transportation. Because undertaking a public transportation project involves an exorbitant amount of funds, the City sought consultation and grant funding from other sources to create a bus route that will assist low-income citizens, as well as, seniors and disabled citizens to get to a variety of locations including medical facilities and Wal-Mart. This transportation funding is anticipated to become available in 2013 and the bus route to begin in 2013. The City continues to study growth and
transportation needs and trends, and will address them as funds permit. CDBG dollars have not been designated for this purpose.

Managing the Process

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.

2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.

3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

Program Year 4 Action Plan Managing the Process Response:

The consolidated planning process was coordinated under the direction of the Mayor and City Council, the City Administrator, the Director of Public Works, the Asst. Director of Community Development and the Community Development Block Grant (CDBG) Advisory Committee appointed by Council. The CDBG Advisory Committee (Committee) consists of a racial and ethnic cross-section of Conroe citizens. Members of the Committee are also involved in public education, the work sector, and community development activities.

Nancy S. Mikeska is responsible for administering all programs covered by the Plan. She is assisted by and receives support from CDBG staff, and other City Departments. The Public Works Department, the CDBG Advisory Committee, various non-profits organizations, the Downtown Façade Advisory Committee, and various City Departments are responsible for carrying out activities and programs covered by the Plan.

The CDBG Citizen’s Advisory Committee played a major role in the development of the Five Year Plan and the 2013 Annual Action Plan. After reviewing prior Plans, prior CAPERS, attending public hearings, listening to citizens’ comments and proposals, as well as, reviewing proposed projects, the Committee, through the Asst. Director of Community Development, submitted their recommendations for projects and the funding amounts, to the Mayor and City Council for approval.

The Plan submission was coordinated under the direction of Nancy S. Mikeska, the Asst. Director of Community Development. Although the City is the lead agency in writing the Plan, it was developed through consultation, coordination, and collaboration with the Montgomery County Housing Authority, Montgomery County Homeless Coalition, Montgomery County United Way, the Montgomery County Committee on Aging, the Oscar Johnson Jr., Community Center and other social service agencies to determine gaps in services. This involvement lead to the assessment of housing and homeless needs as well as public service and non-housing community development needs. Through this process the City enhanced coordination between many public and private housing sources as well as, social service and health care providers. The City is working diligently to enhance coordination with the Housing Authority. The City has approved a downpayment assistance program to operate within the City that will assist housing voucher clients to get into permanent homes. The City will be a partner in this program. The City partnered 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 facilities at the Center. The facility is located in Conroe, Texas and continues operating today to serve women and children in need.

Citizen Participation

1. Provide a summary of the citizen participation process.

2. Provide a summary of citizen comments or views on the plan.

3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.

4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

Program Year 4 Action Plan Citizen Participation Response:

Nancy S. Mikeska and the CDBG Advisory Committee, published in the local newspaper, and posted notices of all public meetings. Notices were posted at the City of Conroe Recreation Center, the Oscar Johnson Jr., Community Center and the City Hall public bulletin board. A Spanish Interpreter was available at all public meetings for the convenience of the public. Any person with special needs or disabilities was provided accommodations, to meet their specific need. Citizens were given the opportunity to voice their comments publicly and to address the Committee. Lists of national objectives, eligible activities, and prior annual funding were distributed at each public meeting. Any proposed project for funding under the Annual Action Plan was also presented to the public and the Committee during these public meetings. There was a time at each meeting for a Question and Answer Session. The public was encouraged to submit their comments in writing and/or to speak directly with Asst. Director, Nancy Mikeska in confidence. Comments were received from the Director of the Oscar Johnson Jr., Community Center, the Director of Parks and Recreation for the City, a City Councilman, the City Administrator, the Downtown Manager, and a local business person. There were no comments submitted in writing. All comments are accepted and reviewed by the CDBG Staff, and, if appropriate, considered as part of the strategy for placing priority on proposed goals and objectives as presented to Council.

Periodically, to greater encourage the public to participate in the planning process, and to expand public awareness, the CDBG staff holds public awareness activities either for National CDBG Week, or at a time when Projects are beginning or completing. CDBG staff literally has walked the target neighborhoods, visiting with citizens and leaving program information. The Mayor and Council have hosted events, such as, a free hotdog party, for the entire Housing Target Area neighborhood, where emergency preparedness information, housing information, fire safety information and other resources are provided. These types of activities have generated so much involvement with the Community that the Conroe CDBG Department has received National Awards from the National Community Development Association and the National Association of Housing and Revitalization Officials. Conroe CDBG has received the prestigious John A. Sasso Award and the Audrey Nelson Award. There are more than 1,200 entitlements and Conroe has always been recognized as an outstanding program. National
Awards bring public awareness to the CDBG Program and to the City. It is an honor for the City’s CDBG Department to be nationally recognized.

The City is committed to keeping citizens involved with the program and to welcoming new ideas to the process.

Copies of all notices, and a copy of the funding recommendations including citizens’ comments, if any, and project requests are included in the Year 4 additional file folder of the CPMP Tool. In summary, there were no negative comments received regarding the proposed use of funds or the 2013 Plan that was a part of the public review. At this writing there were no written comments submitted.

**Institutional Structure**

1. Describe actions that will take place during the next year to develop institutional structure.

**Program Year 4 Action Plan Institutional Structure Response:**

The City of Conroe Community Development Block Grant Department under the direction of Asst. Director, Nancy S. Mikeska, is responsible for administering the Programs and Activities set out in the 2013 Annual Action Plan. Several entities will assist the City in carrying out the different aspects of the Plan. The Public Works Department will assist in carrying out the public services portion of the plan by assisting in a Community-Wide Clean-Up Project for the low-income Housing Target Areas. The Public Works Department will provide trash pick-up, haul, and disposal of debris and garbage left in the neighborhood. The Montgomery County Housing Authority, Habitat for Humanity, the City of Conroe, the Montgomery County Housing Finance Corporation, private developers, and local banks will provide the development and the financing for affordable housing. This will be accomplished through the City’s Affordable Housing Program, Low-income Housing Tax Credits, the Community Reinvestment Act, Section 8 Housing Vouchers, Habitat’s Sweat Equity Program, and First-time Home Buyers Assistance Program. The Montgomery County Homeless coalition will assist in carrying out the Plan by administering the Continuum of Care and ESG Grants, overseeing the Homeless Management Information System and coordinating service providers to the homeless population. Habitat for Humanity of Montgomery County will assist in carrying out the Plan by providing affordable housing throughout the City. And, particularly, during 2007, Habitat received a SHOP grant award and acquired property to construct multi-units of single family affordable housing. The City is collaborating with Montgomery County Habitat, to assist in a number of ways, such as; with environmental review, and engineering. The Friendship Center will also help carry out the Plan by providing transportation for the elderly and disabled to needed services throughout the City and by providing meals-on-wheels to help with the nutritional needs of the elderly and disabled shut-ins. Montgomery County Emergency Assistance will assist with the Plan by providing emergency assistance for families in need of prescriptions, emergency short-term utility assistance, food, clothing, and short-term monthly rental and mortgage assistance.

The institutional structure of public, non-profit, and private organizations described throughout this plan do a good job of meeting the needs of families and individuals in Conroe. Lack of funding for servicing those in need, is the largest gap in the institutional structure. Other gaps include; lack of communication between those in need and the service providers. The City will 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.

Monitoring

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

Program Year 4 Action Plan Monitoring Response:

The City of Conroe has in place written Monitoring Practices Policy and Plan where detailed monitoring procedures are noted. The following is intended as a general summary of practices.

The Conroe Monitoring Plan will consist of three reviews:

1. Internal Review of City Programs – Record keeping requirements for CDBG programs, and all forms used for program implementation, constitute legal instruments. Forms, such as contracts, will be approved by the Asst. Director and/or the City Attorney prior to their use.

All other forms necessary for program use will be developed by staff and approved by the Asst. Director. The City staff will maintain accurate and complete files as required by HUD on each participant and recipient of assistance. In addition, the Asst. Director, or staff, will conduct periodic reviews to determine compliance with all program requirements.

Activities that provide any type of housing assistance will be monitored for compliance with the Fair Housing and Equal Opportunity laws. Conroe has developed a strategy to monitor efforts to affirmatively further fair housing. Conroe will use that strategy in monitoring all subrecipients involved in housing activities.

Conroe will also review projects for compliance with Section 504 (Handicapped Accessibility), Lead-Based Paint, Housing Quality Standards, Davis-Bacon Labor Standards, and other rules as appropriate.

Conroe shall meet requirements set forth by the Office of Management and Budget and shall comply with the requirements and standards of OMB Circular Nos. A-87 and A-128, and with the applicable sections of 24 CFR Part 85. An audit will be conducted annually to ensure that CDBG funds are used in accordance with program requirements.

2. Subrecipient Monitoring – Monitoring subrecipients provides a basis for assessing a program’s operations and identifying problems. A secondary goal of monitoring is to obtain ongoing data for use in determining program achievement. Evaluations will summarize direct
monitoring findings and program goals and measure progress toward those goals during the provision of services. All subrecipients will be monitored at least once per year.

Conroe accepts responsibility for the overall CDBG Performance and Plan compliance, including the performance of its subrecipients. Although it should be noted that at this time, there are no subrecipients that are not City governed. Clear record keeping requirements for subrecipients are essential for grant accountability. Responsibility for maintaining many of the records is assigned to the subrecipient. This includes responsibility for documenting activities with special requirements, such as necessary determinations, income certifications, or written agreements with beneficiaries, where applicable.

Conroe serves as Grantee and may contract with subrecipient organizations to provide services to low-income citizens. The contracts, where applicable, detail the services to be provided and a concise statement of conditions, requirements, and performance criteria. The City Attorney and/or the Asst. Director will approve all contracts prior to execution.

3. Review of Other Entities’ Compliance with Strategic Plan Strategies – Conroe shall meet all HUD requirements for Consolidated Plan compliance and will review all relevant funding proposals for consistency with Consolidated Plan strategies.

**Actions to Ensure Compliance Timeliness of Expenditures:**

The City of Conroe, as stated above, states that the City will conduct internal reviews, monitoring on site and at desk reviews of subrecipients and projects, and will assess other entities’ consistency, or inconsistencies, with the 2013 Plan.

The City further states that it will comply with Federal Regulations, Guidelines, and requests from HUD. Included in that intent to comply with regulations, the City of Conroe will ensure timeliness and other program compliance by performing periodic internal self checks as to various regulations. Before an expenditure is approved, the expenditure is checked against program compliance, and is deemed an appropriate, reasonable, and necessary expense.

Because the expenditures are made out of City funds, and then reimbursed to the City through the Federal CDBG funds, it is easy to observe the compliance of timeliness for reimbursement draws. The Asst. Director, Nancy S. Mikeska, runs periodic timeliness reports and tracks the progress of the draw activity. Those draw reports are run at a minimum, on a quarterly basis along with the SF 425 Financial Report. Further, the limited amount of CDBG funding the City receives, the Asst. Director has daily working knowledge of where the funding stands as to timeliness.

The internal checks are validated by ongoing training on HUD Regulations Guidelines, input from HUD Representatives and legal review.

Projects progress after internal review of compliance at every phase. From Environmental Clearance to Housing Standards, the projects are continually monitored throughout the year by the Asst. Director, CDBG staff and qualified City staff.

The best way to ensure timeliness is to select projects that are ready to begin, or to anticipate a late starting project and accommodate it through the other projects. The planning process is critical to ensuring timeliness. The City of Conroe considers the start date of the project, and the potential for delays as part of the criterion for project selection.
Actions To Ensure Long Term Compliance with Housing Codes:

As stated above “Activities that provide any type of housing assistance will be monitored for compliance with the Fair Housing and Equal Opportunity laws. Conroe has developed a strategy to monitor efforts to affirmatively further fair housing. Conroe will use that strategy in monitoring all subrecipients involved in housing activities. Conroe will also review projects for compliance with Section 504 (Handicapped Accessibility), Lead-Based Paint, Housing Quality Standards, Davis-Bacon Labor Standards, and other rules and laws as appropriate.” Further, the City ensures Quality Housing Standards on a long term basis throughout the program year by ongoing inspection and monitoring. Because the City has constructed relocation housing with CDBG funds only in specific target areas, monitoring the housing projects on an ongoing basis is simplified. Although staff is in the target area continually, citizens living in the target areas routinely call the CDBG Office or come to City Council to report a problem. As stated previously, the City relies on the Asst. Director, CDBG Staff, and other City Department Staff with expertise in the housing industry, to ensure compliance with City Housing Codes and Ordinances.

The City Chief Building Official and City Building Inspectors, as well as Code Enforcement Officers, are involved with housing and construction inspections and offer guidance throughout the project. They assist with housing designs and plan reviews. Building Inspectors provide monitoring for quality construction, sustainability, code violations, and safety concerns. The housing projects are continuously monitored from the planning phase through construction and throughout the life of the housing project. Each City Building Inspector and the Chief Building Official hold various licenses demonstrating their capability to ensure long term compliance with building codes as well as ensure a quality project. These ongoing inspections assist the homeowner to be self-sufficient and maintain a quality home environment.

Lead-Based Paint

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families.

Program Year 4 Action Plan Lead-Based Paint Response:

The 2010 Census American Community Survey reflects 21,675 housing units in the City of Conroe. It further shows there are approximately 7,466 housing units at risk for containing lead-based paint within the City limits of Conroe. These are units that were built prior to 1978. Of these 7,466 units, it is estimated that 19% are occupied by extremely low-income families, 17% by very low-income families and 17% by low-income families. These numbers are consistent with the historical trend of houses at risk for containing lead-based paint. This statistical data, though accurate with federal data, does not reflect continued yearly removal of housing structures through the City’s CDBG Program and the City’s Code Enforcement Program that may contain lead-based paint.
In 2000, the City of Conroe adopted the lead-based paint regulation in 24 CFR Part 35. The City also follows the HUD guidelines and policies regarding lead-based paint requirements by activities.

Since the City is operating the Housing Rehabilitation/Relocation/Reconstruction Program only in specific low-income Target Areas, the City's program is directly assisting low-income families to eliminate lead-based paint.

The City will distribute information on the hazards of lead-based paint, in English and in Spanish, to recipients of housing related services and coordinate its efforts with other organizations in the community.

The City will also eliminate lead-based paint hazards by the demolition of older substandard housing in the Reconstruction Housing Program and by lead-based paint abatement in the Downtown Façade Program. The City will complete environmental reviews on projects and activities and will maintain accurate environmental review records.

The City has in place, a written Lead-based Paint Policy that sets out the City's detailed guidelines for addressing community education about the dangers of lead-based paint, and other lead-based paint concerns. CDBG staff attended in July of 2010, specific lead-based paint training. In Program Year 2012 Staff Asst. CDBG Coordinator participated in a webinar related to Lead-Based Paint Training and received a Certification reflecting the knowledge gained.

The City is addressing lead-based paint one housing unit at a time. Since our program is limited to relocation units, meaning, the home is torn down and reconstructed typically on the same site, the City is eliminating homes containing lead-based paint and replacing them with new homes that are lead free. During Program Year 2013, the City will construct a minimum of two (2) lead free homes for low-income citizens. Over time, this will make a tremendous difference in the quality of our affordable housing stock.

**HOUSING**

**Specific Housing Objectives**

*Please also refer to the Housing Needs Table in the Needs.xls workbook.*

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.

2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.
Program Year 4 Action Plan Specific Objectives Response:

Decent Housing /2013 and Five Year Goals

Priority: Create decent, safe, and sanitary affordable housing, and make it available to extremely low-income, low-income, and moderate-income Homeowners. Improve the quality of owner housing.

Objective #1: Expand and Preserve the Existing Housing Stock

HUD Objective #2 - Decent Housing
Outcome #2 - Affordability
Outcome Statement: During the 2013 grant cycle, the City will use $295,291 in CDBG funds to provide demolition, and reconstruction activities with temporary relocation assistance, when necessary, for at least two (2) qualified homeowners in the City’s target areas, as designated and approved by City Council, in the incorporated area of the City of Conroe, for the purpose of making affordable, decent, safe, and sanitary, housing available to low-income citizens. This project provides affordability for the purpose of providing decent affordable housing.

For the purposes of this Plan, Decent Housing may include assisting homeless persons to obtain appropriate housing; assisting persons at risk of becoming homeless; retention, and expansion of, affordable housing stock; as well as, increasing the availability of permanent housing in standard condition and at an affordable cost to low-income families, particularly to minorities deemed disadvantaged. This assistance will be provided free of discrimination on the basis of race, color, religion, sex, national origin, familial status or disability. Decent Housing may also include increasing the supply of supportive housing which combines structural features and services needed to enable persons with special needs, including persons with HIV/AIDS and their families, to live with dignity and independence; and providing housing affordable to low-income persons accessible to job opportunities.

The City of Conroe remains committed to not only expanding the inventory of decent, safe, and sanitary affordable housing available to low-income residents, but also is committed to increasing the economic vitality of the community by concentrating efforts in targeted areas. The City further supports, through CDBG dollars and/or general funds dollars, programs that increase education levels, create jobs, and assist businesses creating jobs for low-income persons, enhance the quality of life and encourage self-sufficiency for low-income residents. The City’s goal is not only to improve the quality of life for low-income citizens, but help children to develop their maximum potential and leave the poverty environment.

The City of Conroe will focus on the designated low-income and extremely low-income target areas in order to have the greatest effect in the community. Analysis, Public Hearings, reports, and the Citizens Advisory Committee previously supported and continue to support the need to provide rehabilitation/relocation assistance to extremely low- and low-income homeowners in the target areas. Many of these households are elderly or single parent families that, although the home may be debt free, do not have adequate income to meet repair needs and therefore, over time, the home becomes no longer suitable for repair. This forced property neglect reduces the stock of affordable housing by making the home not livable, and at a time sooner rather than later, the homeowner will be homeless.
2013 Year Goals:

○ Provide a rehabilitation/relocation/reconstruction grant to at least two (2) extremely low- or very low- or low-income households in the low-income Target Areas, with priority given to families with children, the elderly, and disabled citizens.

Five Year Goals:

○ Provide a rehabilitation/relocation/reconstruction grant to at least ten (10) extremely low- very low- or low-income households, in the Target Areas, with priority given to families with children, elderly, and disabled.

The City’s owner-occupied oldest housing stock within the lowest of income neighborhoods has been the City’s priority since 1998. To address this need, the City will reconstruct a minimum of two (2) houses during the 2013 Program Year and in each of the subsequent program years. These will be determined by evaluating each housing rehabilitation application for feasibility to rehabilitate. If it is determined not feasible to rehabilitate, the application will be forwarded to the Optional Relocation/Reconstruction Housing Program. Factors to determine feasibility include, cost of rehabilitation to bring the substandard house up to adopted City of Conroe building, plumbing, electrical, mechanical, and all other City codes; cost effectiveness of rehabilitation; and value after rehabilitation. Under the Optional Relocation/Reconstruction Program, the substandard house will be demolished and reconstructed with some limited homeowner options as to location. The homeowner can choose to rebuild on the same lot as the house was located before demolition, rebuild on another lot they might own in a different location within the Target Areas, or choose to move to a City owned lot and trade lots with the City. The latter has been used on several occasions to move the homeowner out of the floodway or floodplain to higher ground. The City has not had a rehabilitation project since 1998 due to the deteriorating housing stock in these housing target areas. Therefore, for many years, the City has not offered a stand-alone housing rehabilitation program. The City plans to target the most severe houses that are not feasible to rehabilitate and move those clients to the relocation/ reconstruction program. This plan accomplishes two goals. First, the City will commit funding to assist homeowners who are in greater need. Second, relocation housing, because it is decent, safe, sanitary, affordable, and new construction, will dramatically assist in improving the housing stock. With the cut in funding this year that the City has experienced, and the increase in construction costs, it is more reasonable to reconstruct houses rather than to rehabilitate them. The City remains committed to long term accomplishments for the low-income target neighborhoods and new structures have greater impact on bringing a community as a whole, up to standard. The reconstruction activities will expand the inventory of decent, safe, affordable, owner-occupied housing available to low-income homeowners. In Program Year 2013, the CDBG program will use $295,291 in CDBG funds to provide demolition and reconstruction activities with temporary relocation assistance, when necessary, for at least two (2) qualified homeowners in the City Council designated, and HUD approved, Housing Target Areas of the City for the purpose of making housing affordable to these households.

The City will continue to look to Montgomery County Habitat for Humanity to also build owner-occupied affordable housing during the next several plan years. Habitat for Humanity is very active in the City of Conroe. Since coming into Montgomery County in 1989, they have built more than 84 new homes within the City, with 1 home currently under construction. This accomplishment assists in expanding the inventory of decent, safe, and sanitary, affordable housing for low-income residents. Most of those houses are within the City’s Housing Target Areas of the City. The City has a good working relationship with Habitat and will continue to work with them on clearing clouded titles to available properties, demolition of substandard
housing, and their ReStore project. In the past, the City has been successful in obtaining a Solid Waste and Recycling Grant through H-GAC (Houston-Galveston Area Council) for the Habitat for Humanity ReStore shop to recycle used or new building materials to offer for sale back to the public to help those with limited resources maintain their homes at affordable prices. This initiative continues to be a pass-through grant to Habitat for equipment and materials to maintain the shop. The grant also funded a Habitat for Humanity large box truck to pick up and deliver materials to and from their ReStore shop along with funding for a driver for the acquired truck. The City is also a collaborative partner with Habitat on a Habitat for Humanity subdivision development, named Cedar Creek, within the City limits, for approximately 85 housing units. Habitat has completed a total of 30 homes, in the subdivision, four of which were in Program Year 2012, with 1 currently under construction. All 30 affordable homes are owner occupied. The City provides environmental and consultation expenses, expertise in environmental clearance and documentation, engineering review, and a reduction in utility hook-up fees, as well as, other means of assistance to Habitat in order to further affordable housing opportunities.

The City will continue to maintain a list of homeowners on the Housing Program waiting list to provide to the United Way and other groups, for volunteer organizations who come into the City to do small repair projects in the summer. Groups like the United Methodist Army and other church youth groups do repairs such as scraping and painting, sheetrock repair, and wheelchair ramps. In 2012, 52 individuals received this type of assistance inside the City of Conroe. There are 10 individuals currently on the waiting list. In July 2013 the United Methodist Army, once again came to Conroe. 27 low-income, elderly, and some handicapped homeowners in the CDBG Target Area made lists of the repairs and assistance they needed, and received help with such things as: ADA compliant raised toilets, sheetrock, painting, power washing, wheelchair ramps, trees trimmed, gardens planted, replacement of sink fixtures, weeding flower beds, and much more. The feedback from those assisted was positive and most appreciative.

Additionally, along these same lines, in Montgomery County United Way Days of Caring Program assisted 81 residents, completed 569 projects, mobilized 1,829 volunteers who contributed more than 13,039 hours of service.

The Assistant Director is always looking for new and innovative ways to grow the City’s assistance program. The United Way has brought a new energy efficiency program to the City of Conroe. Low-income homeowners can qualify for energy efficient upgrades to their home. Insulation, light bulbs, ceiling fans, window screens, and the many other energy efficient options, can be provided at no cost to the homeowner. It is a great way to save our resources and lower expenses for low-income homeowners.

The City does not have a first-time homebuyers program or a downpayment assistance program at this writing. However, the City does have an agreement with the Montgomery County Housing Finance Corporation to operate within the City. They provide a first-time homebuyers assistance program with mortgages at affordable interest rates. Additionally, the City Council has supported a downpayment assistance program for disabled persons, sponsored through the Cerebral Palsy Foundation. Disabled persons or families with a disabled family member living with them, can qualify for up to $25,000 in downpayment assistance.

The City will look to the Montgomery County Housing Authority to help with affordable rental property through the Section 8 Housing Voucher program. The City will also continue to support Low Income Housing Tax Credit projects, when funding allows and as they are presented, to increase affordable rental property.
Needs of Public Housing

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.

2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

Program Year 4 Action Plan Public Housing Strategy Response:
The City of Conroe does not have any Public Housing.

FAIR HOUSING

Barriers to Affordable Housing

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

Program Year 4 Action Plan Barriers to Affordable Housing Response:

Actions To Remove Barriers To Affordable Housing

What is a Barrier to Affordable Housing? As defined by the Consolidated Plan regulations, a barrier to affordable housing is a public policy, such as land use controls, property taxes, zoning ordinances, building codes, fees and charges, growth limits, and other policies that prevent the equal access to housing by all economic groups. Since cost reduction opportunities in housing can also be found in areas other than public policy, the Community Development Block Grant Department chose to look at all potential barriers. To distinguish a barrier to affordable housing from an impediment to fair housing choice, is to think of a barrier as not unlawful necessarily (i.e., the lack of affordable housing stock, in and of itself, is a barrier to affordable housing).

Analysis of Barriers

The Community Development Block Grant Department is committed to helping reduce barriers to affordable housing. Despite the City’s incredible population growth and growing housing demands, the local market is not responding to the needs of lower-income households to the degree needed. The inventory of affordable housing continues to deteriorate, while the production rate of new affordable housing units cannot keep up with demand.
As the lead agency for housing and community development in the City of Conroe, the Community Development Block Grant Department is making a significant effort to identify housing problems and reshape its policies and programs for the coming years. During the five year planning process, the Community Development Block Grant Department sponsored town hall public meetings, individual interviews, and utilized the City of Conroe CDBG Advisory Committee as part of the Consolidated Plan development. Participants in these meetings identified several issues that are barriers to affordable housing.

Comments from these meetings reveal a variety of barriers to affordable housing in the City of Conroe as well as around Montgomery County. The two primary barriers to accessing affordable housing are:

- Lack of funds.
- Lack of affordable housing.

Other barriers may include:

- Approval process and fees.
- Zoning Requirements.
- Land use controls.
- Citizen opposition (the “Not In My Back Yard,” or NIMBY syndrome).
- Lack of political constituency.
- Lack of knowledge of available programs and resources.
- Resource fragmentation and scarcity.
- Housing acquisition finance requirements.
- Lack of financial resources by housing providers.
- Lack of coordination of resources.

**Primary Barriers: Lack of Funds and Lack of Affordable Housing**

Since affordable housing is becoming more difficult to find in the City of Conroe, many low-income households must pay more than they should for a home, or live in less-than-desired conditions.

**What is a Housing Cost Burden?**

When a household pays more than 30 percent of its income on housing and utilities, HUD considers the household to be experiencing a cost burden. When a household pays more than 50 percent of its income on housing, the household experiences a severe cost burden.

The most discussed barrier to affordable housing is cost. The reality is that citizens who have money, can purchase any home they wish. This is not always an obvious barrier, but nonetheless a barrier to those who have little funds available for housing. As in other cities,
the most obvious barrier to affordable housing is the high cost of property, construction, and downpayment and closing costs. The City will continue to seek additional grants and other opportunities to further our housing initiative.

When appropriate, the City also will provide any available information from the Texas Commission on Human Rights to residents. This commission is responsible for enforcing Fair Housing provisions in the State of Texas.

The City of Conroe recognizes some barriers and other issues related to the development of affordable housing and proposes to:

♦ Analyze and work toward the elimination housing discrimination in the City
♦ Promote Fair Housing choice for all persons in the City
♦ Provide opportunities for racially and ethnically inclusive patterns of housing occupancy
♦ Foster compliance with the nondiscrimination provision of the Fair Housing Act
♦ Promote housing that is physically accessible to and usable by all persons, particularly persons with disabilities

In addition, it is notable that the City’s primary strategy, helping reduce barriers to affordable housing, will be the same as its strategy to meet affordable housing needs.

The final strategy is that the City, through the Community Development Block Grant Department, will work with its Consolidated Plan partners throughout the City, to further examine ways to ameliorate the conditions that can prevent residents from obtaining quality, affordable, housing.

The City of Conroe has an Analysis of Impediments to Fair Housing Choices on file with HUD. This analysis was recently updated, and the issues determined by the previous analysis proved to be the same today. Many of those impediments are under little control, if any, of the City.

The City does not own, operate, or control any housing of any kind; multi-family or otherwise.

The most significant impediment to Fair Housing in the City of Conroe, as documented in the AI planning process, is the lack of funds available to citizens who wish to purchase or rent in a particular area or a home of an adequate quality. Cost is a substantial impediment to allowing a citizen to purchase or rent a particular home. Low-income, or even moderately low-income citizens, cannot afford a home of their choice.

As with many communities in the region, the City has not adopted zoning regulations. Land use is generally regulated through deed restrictions in individual neighborhoods. The City is dedicated to the development of quality affordable single-family neighborhoods for young families. The City adopted subdivision regulations in 1992. The purpose of subdivision regulations is to regulate the platting of land both within the City and its extraterritorial jurisdiction and establish standards for development. The minimum lot size of 5,000 square feet ensures that smaller houses can be built in the city. In general, manufactured homes are
not permitted to be located in areas other than a recorded manufactured home subdivision or a manufactured home park with a valid certificate of occupancy. Manufactured homes offer unique challenges to municipalities. Manufactured housing offers an alternative to those who wish to own, but cannot afford a traditional single-family unit. The City’s ordinance is not considered an impediment to fair housing because there are provisions for manufactured homes to replace existing units in areas of the City that would otherwise be unlawful, if done within 45 days. For those that want to bring in a new unit, the City’s ordinance does allow for installation at multiple sites.

The City’s current utility rates compare favorably to those of surrounding communities and those of the State. The City’s utility rates do not appear to be an impediment to fair housing.

The City’s current tax rates compare favorably to those of surrounding communities. The City offers tax exemptions for the elderly and disabled. In addition, the Conroe Independent School District offers homestead exemptions as well as elderly and disabled exemptions. The City’s tax rates do not appear to be an impediment to fair housing.

A barrier to affordable housing identified in Conroe is the lack of financing resources for affordable housing construction and mortgages. Low- to moderate-income families cannot afford current housing prices and mortgages without income assistance or mortgage or rent payment assistance. There is also a lack of interest by builders to build lower priced housing. However, this is slowly changing with low interest rates and an upswing of the economy. The City, however, works with the builders, developers and homeowners, and is very flexible, in their attempts to create affordable housing. Public policy in the City is conducive to keeping down the cost of housing.

Summary of Impediments Identified in Analysis of Impediments to Fair Housing Choices

The City’s annual objectives of constructing replacement housing for these “forgotten” citizens directly correlates back to the City’s identified impediments to fair housing, including but not limited to: 1) lack of funds; 2) lack of affordable housing; 3) approval process and fees; 4) lack of political constituency; 5) lack of knowledge of available programs and resources; and several others, therefore, the City’s housing relocation activities do further fair housing. The City’s AI identified these specific impediments to fair housing choices on page 21 of the AI. And the City is addressing those impediments by providing a fair and decent housing choice.

Nexus Between 2013 Annual Action Plan & AI

The 2013 Action Plan relates to affirmatively furthering fair housing or civil rights and the stated activities in the Action Plan relate specifically to impediments to fair housing identified in the City’s current AI in the following manner:

The City of Conroe is a small grantee with a limited amount of CDBG funding. Because of that fact, the City’s CDBG Citizens Advisory Board has determined that the greatest impact the CDBG funds can have for citizens living in Conroe is to put the majority of CDBG funding into housing. As the Action Plan states, the City Council, based on the recommendation of the CDBG Advisory Board, has designated two specific Target Areas in which the CDBG Program is available to residents. These specific Target Areas, known locally as Dugan and the Madeley Quarter were selected because they contain the worst housing conditions in the entire City. The dilapidated houses are typically owned by Black or African American citizens with extremely limited income, no other housing choice, and little political connection. This
group of targeted citizens fall specifically into prime examples of citizens experiencing impediments to fair housing and they were identified in a like manner in the City’s A1. 1) They are so poor, that they have no choice but to live in conditions that are unacceptable, unsanitary, and many times unsafe. 2) They are not financially able to move elsewhere, and the affordable housing in Conroe is limited at best. What is affordable housing to persons who cannot afford to pay rent or a mortgage? It does not really matter what the rent is; if you cannot pay anything, then you are severely limited in housing choices. Their “choice” is to live in the dilapidated structure that they inherited and survive the best they can or accept homelessness. Is that fair and equal housing? The City does not think so. 3) They typically are uneducated and struggle to understand complicated documents and paperwork and any legal rights. They have no voice or advocate and for many, many, years their needs were ignored.

Annual Outcome Measures for Fair Housing

Objective #1 – Provide the opportunity for at least two (2) families to make Fair Housing Choices.
Outcome #1 - Remove the barriers to Fair Housing Choices for at least two (2) families.
Outcome Statement: The City of Conroe will further fair housing opportunities by providing equal and fair housing choices to at least two (2) families by removing barriers that otherwise keep them in unacceptable housing conditions. The City is furthering fair housing and civil rights because all of the City’s CDBG recipients are of a minority race, and due to that race category and their income level, they unfairly have had no choice in fair housing and have been unable to assert their civil rights. CDBG staff work diligently and directly with each client. We have become their voice and their advocate for housing. Each family would report, and has done so, that but for CDBG funding and our Housing Program, their housing options were not only limited, and unfair, but were deplorable.

Program Year Fair Housing Activity Goals

Program Year 2013 Accomplishment Narrative: During Program Year 2013 the City will conduct Fair Housing Activities to encourage, educate, and outreach to our citizens.

Activities:

1) The City will host a Fair Housing month and display materials related to Fair Housing at City Hall.
2) The City will place a minimum of 1 notice regarding Fair Housing in the local newspaper.
3) The City will provide an educational session to the City Council and other interested parties on the Fair Housing.
4) The City will purchase “give aways” to promote and draw awareness and interest to Fair Housing using City funds.
5) The City will outreach to all Conroe citizens, through Citizen Boards and Community Groups, but at a minimum 5,000 citizens will receive fair information.
6) The City will complete a Fair Housing Plan in 2013.

Funding For Annual Fair Housing Activities: The City anticipates utilizing $3,000 in City General Fund dollars to promote Fair Housing.
Directly Addressing Fair Housing Impediments

The City is addressing the impediments to fair housing one family at a time. For each client, the City works to remove any barrier to a fair housing choice. Income barriers, are removed by the City offering a program where the loan is deferred for the life of the project. Property barriers to fair housing are removed by relocating the client to a new property or mitigating the property so that it complies with environmental concerns. The City looks at each client or family and determines what can be done to remove any barriers and the solution may be unique to the client or family. Other barriers, typically addressed in the housing program are floodplain barriers, reading level or educational barriers, disabilities, and other barriers.

Fair Housing Complaints

The City of Conroe has adopted a Fair Housing Policy and Procedure regarding processing any Fair Housing Complaints that may be submitted by a citizens whether by mail, phone, email or in person. All citizens are informed what their rights as a tenant are, and after listening to the concern, they are referred to the appropriate entity who can best address the issues they are experiencing. The City has various printed materials, regarding the Texas Tenant and relating to repairs, the process and a notice to the landlord requesting the repair, and instructions on how to fill out and send notice. The City provides contact information to HUD’s Houston Fair Housing and Equal Opportunity Office as well as the number to the Greater Houston Fair Housing Center.

The Mayor has designated Assistant Director, Nancy Mikeska, as the City’s Fair Housing Administrator.

HOME/ American Dream Down payment Initiative (ADDI)

1. Describe other forms of investment not described in § 92.205(b).

2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.

3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:

   a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.

   b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.

   c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.

   d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.

4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
   a. Describe the planned use of the ADDI funds.
   b. Describe the PJ’s plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
   c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

Program Year 4 Action Plan HOME/ADDI Response:
The City of Conroe is not receiving a direct allocation of HOME or ADDI funds.

HOMELESS

Specific Homeless Prevention Elements

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction’s plan for the investment and use of funds directed toward homelessness.

1. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.

2. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2013. Again, please identify barriers to achieving this.

3. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.
4. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

**Program Year 4 Action Plan Special Needs Response:**

The City of Conroe does not receive ESG or Continuum of Care funds. However, the City will provide assistance, through general fund dollars to the homeless through the Oscar Johnson Jr., Community Center.

Member agencies of the Montgomery County Homeless Coalition (MCHC) are developing, managing, and coordinating the Continuum of Care initiative in this area. The City supports the MCHC. The MCHC has served as the lead agency and coordinating mechanism of this multi-agency collaborative process since 1999. The Coalition’s mission is to coordinate activities and work with member agencies and other community stakeholders to assess and prioritize the needs of the homeless, develop strategic plans to manage the needs, and identify and secure resources to address the needs. No other agency manages this function. The MCHC collaborates and works with many partners, including the City to ensure there are no overlapping or duplicative efforts.

Within the City of Conroe, there are numerous agencies who are working hard to assist homeless citizens and to prevent homelessness when possible. Although the City provides little social service funding for these initiatives, the City is supportive of this effort and encourages collaboration and partnerships where appropriate. Provided below is a brief summary of some of the activities provided by various agencies that operate within the City of Conroe to assist in specific homeless prevention and homelessness initiatives.

The Salvation Army Community Center, located in the City of Conroe, provides emergency shelter for up to 16 women and 20 men and has two family units that sleep 6 people and contain private bathrooms and are used for women and their children. The Salvation Army Center primarily assists people who are in immediate need and distress. The Center is the only nightly stay facility in Montgomery County for adult women and men. The Salvation Army also provides up to 3 bags of groceries every 30 days, non-narcotic prescription assistance with a $25.00 limit, diapers and formula every 30 days, clothing for children when available, help with rent if they have received an eviction notice, and help with utilities, excluding telephone, if they have received a disconnect notice. They also can help defray the cost of a bus ticket if there is an emergency and the ticket is for one-way only. Though this year they had not had to turn citizens in need away, in past this has been an unfortunate reality. The Shelter is currently sheltering 64 people, and at times has homeless people sleeping in the TV room and on cots, couches, and mattresses on the floor. They offer hot meals for breakfast and dinner every day.

For the addict who makes the decision to change their life and overcome addiction the Salvation Army provides them a place to live, life building skills, instructional courses, emotional and spiritual support, and the tools they will need to move forward on their own at no cost to the recovering addict.

The Montgomery County Women’s Center is a private, non-profit organization, serving victims of family violence and sexual assault or abuse from primarily the Montgomery County, North Harris County and Liberty County areas since 1982. The Center operates under three primary program areas: The Shelter for Battered Women, which is located in the City of Conroe, Family Violence Outreach, and the Rape Crisis Program. All program services are free of
charge. A staff of typically 60 full-time and/or part-time employees provides total agency services. The Montgomery County Women’s Center has operated its shelter for more than twenty years. Shelter services are usually available for a maximum of 60 days for a maximum of 70 women and children. Services include shelter, food, personal care needs, clothing, prescriptions, counseling, therapy, support and life skills groups, childcare, transportation, case management, and household goods. During calendar year 2012, the Shelter housed more than 547 women and children and provided more than 14,349 bed days of service. Montgomery County Women’s Center also provided the following services in 2012: over 13,000 hotline calls, 592 clients counseled 369 sexual assault medical accompaniments, 722 legal advisory services, and 877 advocacy services. To have access to the shelter, residents must be victims of family violence or sexual abuse and must agree to obey shelter house rules and to participate in the cooking/cleaning chores of the facility. Male children under 17 years of age are housed at the shelter with their mother. Male victims over 18 years seeking shelter are housed in hotel facilities and provided agency services. The Montgomery County Women’s Center offers a 24-hour hotline making the shelter accessible 24 hours a day. Other services include a transitional housing program, non-residential counseling in 4 locations in the coverage area, support/therapy groups, advocacy and legal services. The Center also manages a resale shop and warehouse available for goods available to their clients.

The Montgomery County Women’s Center, undertook a project called the Reaching Pines, Transitional Housing Facility and it was completed in the 2009 Program Year. This facility, for the first time in Conroe, provides transitional housing to qualified women and their children, who are leaving the Shelter, and need assistance, with long term housing in order to continue their growth of independence. All of the participants in this transitional housing program are homeless and are coming out of the Battered Women’s Shelter. The facility was funded partially from Montgomery County HOME dollars and is located in the City of Conroe. In 2012 this facility provided transitional housing for 22 woman and their 24 children, who left the Battered Women’s Shelter and needed longer term housing assistance in order to continue their growth.

Montgomery County Youth Services (MCYS) has a strong over 33-year history of providing a continuum of quality child and youth centered programs to run-away, homeless and other “at-risk” youth in Montgomery County. Montgomery County Youth Services is a non-profit organization that employs a staff of 31 full-time employees, and nine part-time employees, with seven office sites. MCYS provides direct and indirect services to over 16,118 youth and families annually. MCYS operates two distinct programs, Counseling and Outreach Services and Shelter Services, which complement one another and collaborate closely to provide a continuum of care for homeless youth and their families. Under Shelter Services, MCYS operates the Fairway Home Transitional Living Program. The Fairway Home includes a staff of 4 full-time and has 12 beds for school age, youth ages 13 to 18 and provided safe and stable housing for 17 unduplicated youth in 2012. 9 Youth were served at the Fairway Home from October 01, 2012 through April 30, 2013. Fairway Home provides life skill training in banking, job, money management, domestic skills, and anger management. In October 2005, MCYS opened BridgeWay Youth Shelter, an Emergency Placement Shelter for youth ages 10-17 in a separate facility located on the same property as the Fairway Home. BridgeWay Home currently has a staff of 4 full time employees. BridgeWay Home has beds for 13 youth. During 2012 Program Year they served approximately 64 youth. From October 01, 2012 through April 30, 2013, 36 Youth were served. The Fairway Home and BridgeWay combined, provided services for 81 youth.
Family Promise, formerly, Montgomery County Interfaith Hospitality Network (MCIHN) is a faith-based non-profit organization that was established in 2000 to help with the growing needs of homeless families in the county. Up to 5 families with a maximum of 16 members in Family Promise Programs are housed in 13 area host churches and 1 support church during the night, for a week at a time on a rotating basis. The church provides sleeping accommodations and a "hospitality room" where clients relax, socialize, do homework or watch television. The host congregation provides an evening meal, breakfast and a bag lunch, if needed. Although the program is coordinated through the efforts of 17 different churches and is based on Christian principles, there is no effort to proselytize the homeless clients and it does not discriminate against any person seeking emergency shelter on the basis of religion. Family Promise maintains a Day Care Center that now provides a place for families to coordinate support services, obtain career and education counseling, life management skills class, money management and budget counseling, and care for their children until day-care funding is available. Family Promise provides clothing vouchers with the help of Conroe Agencies, such as: Montgomery County Emergency Assistance, The Conroe Assistance League, and Creative Outreach. This non-traditional home environment also gives families in the program opportunities to help each other with babysitting services, transportation and support. Also available is a gas voucher program, vehicle donation program, and household furnishing program, that provides much needed items when a family moves from the shelter to transitional or permanent housing, to set up housekeeping. The vehicle donation program has volunteers that can take an unused vehicle that needs some repair and make it a viable mode of transportation for a family that is in need of transportation to work when they move away from the shelter environment. Approximately 75 vehicles have been donated to Family Promise since the vehicle program's inception. In 2012, Family Promise provided services for more than 22 families, and reports indicated that those numbers equated to a total of 60 individuals including 35 children. Further, 22 families received aftercare services, 9,405 meals were served, and 3,185 bed-nights were provided with a total of 18,920 volunteer hours.

Through the Montgomery County Homeless Coalition Continuum of Care, Montgomery County Emergency Assistance (MCEA) received, in Fiscal Year 2011, $101,753 for the Continuum of Care "Permanent Housing for Homeless Persons with Disabilities" Program. This program supports up to 8 families, all of which have a household adult who is disabled. Statistics show approximately 30% the family members assisted are male, and 70% are female. These families come predominantly from transitional housing, and are "at risk" of becoming homeless. MCEA also received $27,331 for the Continuum of Care Transitional Housing Program. These funds are providing transitional housing units (stays up to 24 months allowable) for 2 families. MCEA will fund an estimated 2 transitional housing units and 8 permanently disabled households per year. All of these families come from emergency shelters and were previously homeless or at risk of homelessness. Both projects utilize supportive services provided by:

- Montgomery County Emergency Assistance
  - Case management, emergency financial aid, life skills training
- Montgomery County Housing Authority
  - Housing management, screening
- Montgomery County Women’s Center
  - Screening, case management, life skills training
- Tri-County MH/MR
  - Mental health services
- Family Services
  - Counseling services
- Volunteers of America
  - Substance abuse screening and counseling

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• The Friendship Center
  ○ Transportation, in-home support
• Family Promise
  ○ Screening, case management, life-skills training
• Department of Human Services
  ○ Planning activities and benefits
• Brazos Valley Community Action Association
  ○ Weatherization and energy conservation

Montgomery County Emergency Assistance (MCEA) is a private non-profit entity created in 1981 to serve residents of Montgomery County who are experiencing an unexpected financial need or crisis that increases expenses or reduces income. MCEA is based in Conroe and operates six offices to fully serve the entire county; Conroe, New Caney, Magnolia, The Woodlands, Montgomery and Willis.

MCEA reportedly assisted 10,000 individuals residing in Montgomery County in 2012. Through their programs and services, they work to build strong client relationships by assisting families in establishing attainable goals, accessing community resources, and gaining valuable skills pertinent to helping clients become successful. Through community partnerships, families are allowed to take control of their lives by developing individual plans to receive the necessary resources holistically needed to become self-sufficient.

Food vouchers are provided to low income and homeless clients. Clients receive a three day supply of food and can receive food every other month. Their Client Choice Food Pantry allows the client an opportunity to shop with dignity and respect while selecting nutritional food items that meet dietary or family needs. Qualified households that lack sufficient amounts of food, household goods, or toiletries can utilize the pantry every other month to supplement their supply.

MCEA’s enrolled clientele attend weekly rotating courses that have been created to help them acquire the necessary skills to sustain and/or improve their family structure. Courses include weatherization, nutrition, financial, parenting, wellness, and computer literacy. Participants in this program also have access to career and traditional educational development services. Also in Fiscal Year 2011, MCEA Continuum of Care received $47,050, for the Homeless Management Information System Grant, to assist in the coordination of services by providers.

Tri-County MHMR has assisted in meeting the needs of the mental health and mental retardation population of Montgomery, Walker and Liberty counties since 1983. Tri-County offers a system of care, provides rehabilitation, case management, crisis intervention, medication services, maintenance day programming, and hospitalization. Tri-County has more than 310 employees. Services include development of a rehabilitation treatment plan mutually agreed upon with subsequent skills training in areas such as budgeting, home maintenance, nutrition and other self-maintenance, self-care skills, as well as application for benefits. In 2012 Tri-County served more than 6,692 individuals, including 946 children, of which a portion received services due to a mental illness diagnosis and approximately 825 persons were assessed or received services for mental retardation.

In order to provide employment opportunities for individuals with mental retardation, Tri-County implemented a sheltered work program in 2012. Through contracts with area businesses, the Center is able to offer many individuals with mental retardation the opportunity to learn vocational skills, complete contracted tasks, and earn their first paychecks. This new program is a win win for everyone. Area businesses are pleased with the products produced and the individuals Tri-County serves are proud of their earnings.
A recent survey showed 23% of the individuals receiving services were homeless or in danger of homelessness, or living in unsafe or unstable housing.

St. Vincent de Paul Society, located in Conroe, provides, at no cost to the client food clothing, blankets, and fans. They provide financial assistance for rent, utilities, prescriptions, and Salvation Army vouchers and gas vouchers for those requiring dialysis or chemotherapy. St. Vincent de Paul Society began providing services in 1986. In 2012, they served more than 31,029 individuals, which represents 9,913 families. Homeless citizens receive a bag of food every week, as they have no means to store food. St. Vincent de Paul has more than 100 volunteers, all serving the homeless and hungry in Conroe.

**City Funded Homeless Prevention Elements:**

The Oscar Johnson Jr., Community Center provides educational and recreational programs for the homeless youth from the Salvation Army Center and Family Promise in their after-school and summer day-camp programs. Though CDBG provided funds for the Oscar Johnson Jr. Community Center during the previous Five Year Plan, City general fund revenues are now funding the Oscar Johnson Jr., Community Center. The City continues to support the programs and have supported the Center for many years. The Center is located in one of the City’s designated low-income housing target areas. The Center is providing services annually, to approximately 91,640 youth and adults, many of which are at risk of homelessness.

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 households in Housing Target Areas within the city limits of Conroe.

The Strategic Plan to End Chronic Homelessness by the year 2013 started as a collaborative effort between the City of Conroe, Montgomery County, the Homeless Coalition, other partners, and the Coalition’s member agencies. The effort quickly fizzled when there was no clear directive from HUD as to how Homelessness was to be ended. Though the City took the lead in forming this collaborative initiative with the Mayor issuing a proclamation and sending a letter to the County Judge asking for the County to join the City and the Montgomery County Homeless Coalition in this effort, no funding was available to continue the initiative. The Montgomery County Homeless Coalition is active and submits a Continuum of Care application periodically. The Homeless Coalition has worked to develop a chronic homeless strategy based on two resources: HUD’s *Strategies for Reducing Chronic Homelessness* and the National Alliance to End Homelessness’ *Ten Year Plan to End Homelessness*.

The Montgomery County Homeless Coalition through the Continuum of Care initiative is working toward a goal of providing the 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. The Homeless Coalition is working toward a community-wide discharge policy and has protocol implemented in mental health care, protocol in development for health care, and opened initial discussion with foster care, but has had no success with correctional
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.

Though the City supports this initiative and the mission of the Montgomery County Homeless Coalition, the Coalition is not part of City government.

**Emergency Shelter Grants (ESG)**

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

**Program Year 4 Action Plan ESG Response:**

The City of Conroe does not receive ESG money.

**COMMUNITY DEVELOPMENT**

**Community Development**

*Please also refer to the Community Development Table in the Needs.xls workbook.*

1. Identify the jurisdiction’s priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.

2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.*
Program Year 4 Action Plan Community Development Response:

Suitable Living Environment / Improving and Expanding Social Services

2013 and Five Year Goals

Priority: Enhance the living environment of extremely low-income, low-, and moderate-income households.

Objective #2: Improving and Enhancing the Living Environment

HUD Objective #1 - Suitable Living Environment
Outcome #1 - Availability/Accessibility
Outcome Statement: During the 2013 grant cycle, or over several grant cycles, the City will use $10,000 in CDBG funds to provide a Community-Wide Clean-Up Program for two low-income areas, designated as the City's CDBG Housing Target Areas, and confirmed by Census Tract as both LMAs. The City will utilize City staff to collect and haul debris, trash, and garbage from the area, and/or demolish structures that are dangerous; thereby, creating a more suitable living environment and more viable and healthy community. The project will enhance the quality of life for not only the children and senior citizens living in the neighborhood, but for all residents.

A suitable living environment means improving the safety and viability of neighborhoods; increasing access to quality public and private facilities and services; reducing the isolation of income groups within a community or geographical area through the spatial deconcentration of housing opportunities for persons of lower income and the revitalization of deteriorating or deteriorated neighborhoods; restoring and preserving properties of special historic, architectural, or aesthetic value, and conservation of energy resources.

The improvement and enhancement of the living environment entails several different components for meeting the needs of extremely low-income, low-income, and moderate-income households. The main components of this strategy are expansion of social services and improving accessibility for low-income participants. This activity will improve the living environment by clearing debris, trash, weeds, and garbage from the low-income target areas.

Objective #3: Improving and Expanding Social Services

There are several social service agencies within the City and each one provides much needed services. However, there are gaps in service especially in the low-income and extremely low-income areas, (or target areas). The statistical data gathered from social service providers is a good indicator of the needs that local non-profits and local governments are trying to address throughout the City. As the population of the City rapidly increased, the demand for services has also increased, and social service providers are struggling to meet the demand for services. The City prioritizes improving and expanding the programs to allow citizens who would typically go underserved to get services.

Funding a Clean-Up Project will improve and expand services to these low-income target areas by providing services that typically this neighborhood would not be able to afford. The cost of disposing of debris, garbage, trash and junk or removing a deteriorated structure is many times outside what a low-income family can afford.
2013 Year Goals:

♦ Improve/Expand services provided by providing a Community Wide Clean-Up Project where City staff will pick up and haul trash, debris, junk, and garbage and/or demolish substandard structures, from the low-income Housing Target Areas, for approximately 1,500 citizens.

Five Year Goals:

♦ Improve/Expand and/or continue services provided by providing a Community Wide Clean Up Project where City staff will pick up and haul trash, debris, junk, and garbage from the low-income Housing Target Areas, for approximately 1,500 citizens.

The City has prioritized two low- to moderate-income minority areas just east of downtown and to the north and south. These areas known as Dugan, (to the south) and the Madeley Quarter, (10th Street, to the north), have been designated as CDBG Housing Target Areas because of the number of houses in deteriorating condition and the concentration of minority low-income persons. At this writing, the CDBG Housing Program only operates in those two specific and designated areas. Additionally, the social service funding, designated to the Community-Wide Clean-Up Project, will provide trash and debris clean-up and haul services in the designated Housing Target Areas. The Community-Wide Clean-Up Project area is a low-moderate income area (LMA) designated activity, as confirmed by Census Tract data. The funding is designated into these two target areas to assist in bringing these areas into an appropriate living environment, and to improve the affordable, decent, safe, and sanitary housing stock in the community where there is a concentration of low-income citizens. See maps attached for the CDBG Housing Target Areas low-income and minority concentration. These areas have been neglected, for so long, that it is the City’s intent to continue the Program operating in these areas for some time.

The cost of demolition or debris haul is many times outside what a typical low-income family can afford. Large items and environmentally concerning items, such as, tires, paint, refrigerators, and the like are not only costly to dispose of, but many residents lack the knowledge of where to dispose of the items. Many of the residents in these Target Areas are seniors and persons with disabilities. They specifically need assistance with disposing of heavy trash or environmentally concerning items.

Trash and debris needing to be hauled away ends up piled along the side of roads near where children play barefoot. Water stands where the debris is piled, causing mosquito problems and an unpleasant smell. The issue can become so overwhelming that it becomes a health and safety issue for the entire community.

A Community Wide Clean-Up Project will provide the assistance needed, funding related to the collection and disposal, and will enhance the neighborhood and provide a safer and more sanitary improved living environment.

Economic Development / 2013 and Five Year Goals

Priority: Create Economic opportunities, eliminate slum and blight, and restore and preserve historical buildings to enhance the downtown environment. Economic Opportunity.
Objective #4: Create Economic Opportunities

HUD Objective #3 – Creating Economic Opportunities
Outcome #3 – Sustainability
Outcome Statement: During the 2013 grant cycle, the City will use $158,140 in CDBG funds for the repayment of principal and interest due on the Section 108 Guaranteed Loan proceeds used to rehabilitate commercial facades on downtown buildings to assist businesses in a targeted downtown area, for the purpose of developing and sustaining economic opportunities in the area. During the 2013 grant cycle the façade program will be completed. This project provides sustainability for the purpose of creating economic opportunities.

The City of Conroe City Council and the CDBG Advisory Committee recognize the importance of the downtown business district as the heart of Conroe. They also recognize that an economically viable downtown area will benefit all citizens. The City applied for Section 108 Loan Guarantee Funds to facilitate the revitalization of the Central Business District. The City was awarded $1,850,000 in funds to be re-paid from future CDBG funds at the rate of approximately $150,000 per year for 20 years. Because this area was a blighted and deteriorating area and is located in an area where the population meets low and moderate income guidelines, this activity meets the HUD National Objectives 570.208 (a)(1) benefiting low and moderate income persons on an area basis. The Facade Improvement Program provides incentives in the form of forgivable loans to encourage downtown property owners to be involved in this effort to correct building code issues; improve the aesthetics of the downtown area; and provide more accessible goods and services to citizens of the surrounding neighborhoods and the citizens of Conroe and Montgomery County. By improving the buildings and aesthetics of downtown Conroe, it will help attract more retail business and present job opportunities for people from all walks of life. The City will commit approximately $150,000 of its CDBG funding, annually each year for the five year period, for a total of approximately $750,000 to apply to payment of principal and interest of the Section 108 indebtedness.

Consistent with the City’s commitment to repay the funds, the 2013 Action Plan will fund $158,140 for the repayment of the Section 108 indebtedness. In the Year 4 Additional Files, and also found in Exhibit B attached, the City has provided a chart of the jobs that were created and sustained due to the 108 loan and the redevelopment of the City’s downtown.

2013 Year Goals:
♦ Meet planned repayment goal of approximately $150,000 in debt retirement on the 108 Loan Principal.

Five Year Goals:
♦ Meet planned repayment schedule of $750,000 in debt retirement on the 108 Loan Principal. Complete façade program for downtown businesses.
♦ Amend previous plans to re-allocate $52,000 from the downtown Revitalization Program to the Housing Program.
   This Amendment was accomplished in Program Year 2012. The funds were moved to the Housing Program and the IDIS activity was closed.

Also, please see the Community Development Table in the Needs.xls workbook and the Project Map in the Year 4 Additional Files.
CDBG Administration:

The CDBG Office is located in the Conroe Tower, where many City offices are located, including the Office of the Mayor and the City Council Chambers. The specific office address is 300 West Davis, Suite 535, Conroe, Texas 77301. The mailing address is City of Conroe, Nancy S. Mikeska, Asst. Director of Community Development, P.O. Box 3066 Conroe, TX 77305. The Asst. Director, Nancy S. Mikeska is the CDBG contact person and designated HUD liaison for the City of Conroe. Ms. Mikeska is responsible for the administration of the program and the accountability of the funding, with support from CDBG staff and City staff at many levels.

CDBG funds will also be used to fund the salaries and related benefits of staff and the general administrative costs of overhead to facilitate the use of entitlement funds over each year during the 5 year period. The City of Conroe City Council has the philosophy that the more assistance the City can provide, the more grant funds can go to benefit the community. Therefore, the City of Conroe General Fund Revenues will continue to support a portion of the CDBG General Fund budget. The amount of this support is decided on an annual basis based on annual entitlement funds received from HUD, as well as program and department needs.

For the 2013 program year, the CDBG General Fund Administration budget is approximately $170,000. The City will commit more than $60,000 in General Funds Revenue to cover a portion of the cost of the CDBG program delivery, over the $115,857, which is the 20% administration and planning cap. This commitment of precious General Fund dollars demonstrates the City of Conroe’s strong desire to provide a quality CDBG program.

Antipoverty Strategy

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

Program Year 4 Action Plan Antipoverty Strategy Response:

The City of Conroe has adopted the following Antipoverty Strategy:

- Expand the inventory of safe, decent, affordable shelter available to low-income residents.
- Fund public service activities that enhance the quality of life and educate and encourage self-sufficiency for low-income residents.
- Create jobs for low-income residents. Provide assistance to businesses that create jobs for low-income persons.

All of these strategies are discussed throughout this Action Plan as to how the City will address each strategy and how other appropriate public and private agencies will enhance and expand the City’s efforts to prevent poverty and assist those living at poverty levels to experience a relief from poverty conditions. 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.

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-homeless Special Needs (91.220 (c) and (e))

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.

2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 4 Action Plan Specific Objectives Response:

At this time, the City does not receive specific special needs funding from a federal source. However, the following information is provided because the City does recognize and support in many ways initiatives to assist various special needs programs.

HIV/AIDS

The Family Service Center provides counseling and support services for families and individuals coping with AIDS. They provide individual, couples, and family counseling. Fees are based on ability to pay and they accept Medicade and Medicare.

St. Hope Foundation’s Conroe clinic provides a full range of diagnostic consultation, evaluation, treatment, and prevention services for a wide variety of infection disease-related issues. Clients diagnosed with HIV/AIDS are offered expert HIV/AIDS treatment and preventative care from a team of American Academy of HIV/AIDS Medicine Specialists, (AAHIVM) with extensive experience in prescribing anti-retrovirals and tackling complex HIV/AIDS associated co-morbidities. In 2012, they served more than 137 unduplicated patients/clients with obstetrics/gynecology services, oral health care, pharmacy needs, psychiatry/behavioral issues, case management, clinical research (trials), prevention/education/testing and medical transportation. St. Hope has a full pantry and provides groceries on Wednesdays. They also help patients with paperwork to receive help with prescriptions through the State program.

St Hope is also home to several full time and part time clinical treatment experts. Areas of expertise include internal and preventative medicine, health promotion and risk behavior reduction, executive health, women’s health, and community health. Their areas of research expertise include clinical epidemiology, quality of care, outcomes research, health services research, evidence based medicine, and cost effectiveness.

St Hope Foundation ethnicity for 2012 is made up of 71 % black African American, 18% Hispanic, 10% white, and 1% other. Client gender is 58% male and 42% female. Client age for 2012 reflected ages 17-24 years 10 %, 25-44 years 49 %, and ages 45-54 years 23%, 55-64 years 12% and clients 65 years of age and older, 6%.
Domestic Violence

The Montgomery County Women’s Center is a private, nonprofit agency, which provides crisis support services and shelter to victims of family violence or sexual assault and abuse. The Center is an emergency shelter for the homeless and is more particularly described under the Homeless Strategic Plan section. They also provide rape crisis counseling for women not housed in the shelter or the transitional housing program, and cell phones for 911 calling under Project Even. Family Violence Outreach and the Rape Crisis Program are part of The Women Center’s non-residential counseling and advocacy program for victims of family violence that provides counseling and support group services in the City of Conroe. The Women’s Center also provides transitional housing for women needing longer term assistance with housing in order to continue their growth to independency, in their Reaching Pines facility.

Disabled and Mentally Retarded

Tri-County MHMR Service is also more fully described under the Homeless Strategic Plan section. Tri-County offers assessment, case management, screening and referral, counseling, therapy, training, community living skills program, respite services, short-term inpatient care in community psychiatric hospitals in crisis situations, family support, psychosocial rehabilitation, medication, and substance abuse treatment services. Tri-County also offers work site programs, which provide training in a structured setting designed to prepare mentally retarded or mentally ill individuals for work.

Bridgewood Farms is a non-profit organization that provides adult education for the mentally retarded located on a 53 acre campus. Comprehensive services are provided for approximately 140 clients who are enrolled in adult education, ceramics, horticulture, greenhouse, pre-vocational training and ability learning programs. Bridgewood Farms operates a day center and currently has 4 homes for special needs people live. They also provide a monthly dance for clients to socialize. Many of their hand-made items are sold nationwide to help support these programs.

Alcohol and Drug Abuse

Montgomery/Walker Council on Alcohol and Drug Abuse strives to offer drug and alcohol counseling to ex-offenders and offenders from the Department of Criminal Justice. They meet twice weekly in Conroe.

The Conroe Club is the coordinator of Alcoholics Anonymous (AA), Al-Anon, and Narcotics Anonymous (NA). The Conroe Club offers counseling services and group sessions to recovering alcohol and narcotic drugs abusers. AA holds session Monday through Sunday (7 days a week). AA has approximately 363 active and regular members. Narcotics Anonymous provides sessions Monday through Sunday (7 days a week). NA has more than 306 active and regular members, and has 16 meetings per week. Al-Anon offers sessions Monday through Sunday, (7 days a week) and 20 active and regular members. Al-Teen is a program for 9 to 19 years old, that meets once a week and offers an opportunity for youth with alcohol related issues to receive specific age appropriate assistance. There are approximately 19 teens participating in Al-Teens.

According to the National Highway Traffic Safety Administration, published in 2013, nationally, there were 10,034 people killed, in 2011 due to alcohol impaired driving crashes. These fatalities accounted for 31% of the total motor vehicle traffic fatalities in the United States. In 2011, data showed an average of one alcohol impaired driving fatality occurred every 53 minutes. Also, a total of 1,140 children, age 14 and younger, were killed in motor
vehicle traffic crashes. Of those fatalities, 181 or 16% occurred in alcohol impaired driving crashes. The rate of alcohol impairment among drivers involved in fatal crashes, 2011, was 4.5 times higher at night than during the day. In the 2011, National Overview, for Texas published by the Center for Disease Control, involving students in ninth to twelfth grades, 72.7% had at least one drink in their life time; 39% had at least one drink in the past 30 days; and 23.5% had 5 or more drinks in a row on at least one day during the last 30 days. According to FBI’s Arrest Statistics, in 2011, Nationwide there were 500 juveniles (under 18 years of age) arrested for murder, 1,735 arrested for forcible rape, and 25,345 arrested for aggravated assault. Reports show there were 6,612 persons under the age of 18, arrested for underage drinking.

The Bridge Counseling Center is dedicated to providing high quality counseling and education services based on truth, respect and responsibility to facilitate growth and changes in individuals, couples, marriages, and families. The Center offers evaluations and counseling for children and adolescent disorders including ADD/ADHD assessment, trauma resolution, drug and alcohol addiction, relationship and family issues, anger, anxiety and depression. The Center also offers mandatory extensive premarital counseling, as well as programs for chemical dependency, anger management, and parenting issues. The Center offers a budgeting program to assist individuals with financial crisis during this economic downturn.

**Elderly and Frail Elderly**

There are 2 independent living facilities in the City. Wellington has 60 units with 7 vacancies and no waiting list. These are all family units. The Carriage Inn – Conroe has 91 units, with 3 vacancies and a waiting list of 4. There are 8 assisted living facilities in the City, including, but not limited to, ALC-Strike House has 38 units with 4 vacant and no waiting list. Elmcroft @ Rivershore has 137 units, 117 are assisted living units and 20 are Alzheimer’s, and no waiting list. Touchstone Neurorecovery Center was founded in 1992 to create a transition and residential rehabilitation environment for patients with acquired brain injuries. Touchtone combines a medical approach with natural, social, and environmental influences, to progress individuals to their highest function level possible. Touchstone is located in a residential environmental on a 26 acre tract and has 76 beds with approximately 8 vacancies.

Touchstone also offers a Respite Program to give caregivers the opportunity to bring family members who meet the neurological criteria to Touchstone for as little as 24 hours and up to 2 weeks. Above and Beyond has 3 sites, 35 beds, 3 vacancies and 2 on the waiting list. They also feature a web-cam in all 3 facilities. A new assisted living facility, Angel Haven Personal Care, offers care in a residential setting, and has 3 units that are occupied.

There are 3 Nursing Home facilities in the City. Conroe Health Care Center has 108 units with 81 being occupied and 4 residents in the hospital. Park Manor of Conroe has 125 units 0 on the waiting list. Woodland Manor Nursing and Rehab has 110 units and no waiting list.

There are nine hospice care providers in the City of Conroe. Odyssey Hospice, Odyssey Healthcare, Consider the Lilies, Inc., Lighthouse Hospice, American Hospice Inc., Hospice Source, Gentiva, Embrace Hospice, and Hospice of the Southwest have hospice care with offices in Conroe providing hospice care for persons with limited life expectancy or terminal illnesses, including the frail elderly. However, eight other agencies, The Hospice in Huntsville, Houston Hospice in Houston, Hospice Care Team, Inc., Willis Nursing & Rehab Center in Willis, Asera Care Hospice in Shenandoah, Helen Care Cottage in The Woodlands, and North East Hospice Services in Humble and Altus Hospice, all offer services in Conroe and Montgomery County.
There are over 30 home health care providers who will provide service in the City of Conroe. There are 20 with offices in Conroe. They provide home health aide services and temporary health services for the homebound citizens that require skilled care.

The Friendship Center, since 1973, has served the elderly and frail elderly of Montgomery County and Conroe by providing congregate meals in six locations throughout the county, including their home office in Conroe, and other services, including, but not limited to: Meals-On-Wheels for home-bound seniors, telephone reassurance, Bingo, recreation programs, light housekeeping and respite services, and limited home repair services through volunteers and donations. The Friendship Center also provides transportation to the elderly by taking them from their homes and back again to destinations where they may receive other assistance such as medical, counseling, groceries, as well as to The Friendship Center for activities. In Program Year 2011 (October 01, 2011 through September 30, 2012) The Friendship Center served 114,694 home-delivered meals (Meals-On-Wheels) throughout Montgomery County, benefiting over 730 citizens, with 227 of those being citizens of Conroe. The Friendship Center has a fleet of 10 vehicles. During the year, within the City of Conroe, 114 clients used transportation services, and vehicles left the Conroe location of The Friendship Center 8,508 times to serve clients residing in Conroe, and 32,219 times to serve the population of the entire county. In total, The Friendship Center traveled over 231,000 miles servicing Montgomery County seniors. A total of 53,167 meals were served to seniors in the activity centers in six locations in Montgomery County, with 242 residents of Conroe benefiting from the nutritional food and fellowship with their peers. Educational and recreational programming skyrocketed over the last year at the Friendship Center. County-wide for 2012, 239,625 units of recreation were provided to the seniors. In the City of Conroe, during this time period, 256 seniors enjoyed 33,729 activities. For the period of October 01, 2012 through May 31, 2013, Conroe residents enjoyed 24,825 activities. To date in 2013, during the same time period, The Friendship Center Senior Dining Program has served approximately 5,407 meals at the Conroe Friendship Center to residents of the City of Conroe. Transportation services have been provided thus far in this calendar year for 143 City residents for a total of 7,573 one-way trips and 21,679 County-Wide, representing a total of 157,007 miles traveled County-wide for one way trips. Home-bound seniors residing in the City received 25,488 meals during this eight month period. For the month of May 2013, City of Conroe residents benefited from 827 meals served at our Conroe location, 3,097 classes or recreational programs, 2,016 Meals-On-Wheels delivered to home-bound seniors, and 487 units of service for transportation. All elderly clients of the City of Conroe CDBG Programs are encouraged to take advantage of the services offered by the Friendship Center. For the Conroe location for May 2013 only, the recreational/educational number was 4,251 and 18,643 County-wide. The interesting thing about these numbers is that the activities included the following stimulating activities, in addition to the usual dominoes, bingo, and card games: field trips to Houston Museums, Blue Bell Creamery, The Woodlands Waterway, as well as, Wii, Tai Chi, and language classes. Educational activities include: nutritional information on diabetes, hydration, and ways to cut calories, as well as, providing blood pressure and cholesterol checks at each activity center. Some new educational activities added this year are a book club, computer classes, and discussions on Medi-care and health care benefits.

Within the City of Conroe, Montgomery County Youth Services is a known provider for services and intervention for at-risk youth. They have a strong over 33 year history of providing a continuum of quality child and youth centered programs to run-away, homeless and other “at-risk” youth in Conroe and Montgomery County. Montgomery County Youth Services is a non-profit organization that employs a staff of 31 full-time employees and 9 part-time, has seven office sites, and provided direct and indirect services to over 16,118 youth and families in 2012. MCYS operates two distinct programs that each complement one another and collaborate closely to provide a continuum of care for homeless youth and their families. These programs are: Counseling and Outreach Services and Shelter Services.
Under Shelter Services, MCYS operates the Fairway Home Transitional Living Program. Fairway Homes includes a staff of 4 full time employees, has 12 beds for school age youth ages 13 to 18 and provided safe and stable housing for 17 unduplicated youth in 2012. Fairway Home provides life skill training in banking, job, money management, domestic skills, and anger management. In October 2005, MCYS opened BridgeWay Youth Shelter, an Emergency Placement Shelter, for youth ages 10-17 in a separate facility located on the same property as the Fairway Home and currently BridgeWay Home with a staff of four full time employees. BridgeWay Home has beds for 13 youth. In 2012, they served approximately 64 youth. Currently, in Program Year 2012, at this time, The Fairway Home and BridgeWay combined were providing services for 81 youth.

The Oscar Johnson Jr., Community Center (OJJCC) is a City owned and operated 501(c)(3) not for profit center located in a low- to moderate-income area. OJJCC provides after-school and summer programs for youth 1st through 8th grades at OJJCC, Anderson Elementary School, Runyan Elementary School, Armstrong Elementary School, Sam Houston Elementary School, Reaves Intermediate School, Washington Jr. High, Wilkinson Intermediate School, and Tall Timbers Apartments. OJJCC provides participants’ transportation from other area schools back to the OJJCC.

The After School Recreation Program provides a daily snack, homework assistance, tutoring, recreation and mentoring. These services are provided from 3:00 p.m. to 6:30 p.m. on school days. Camp Fun Quest is a summer day camp program offered through OJJCC with recreation and educational components with support from the Montgomery County Extension Office and many volunteers lending a hand to make this a superior program. Fun Quest has three locations: OJJCC, Activity Center and Washington Jr. High School. Participants spend summer days participating in a variety of activities including games, crafts, 4-H, swimming and field trips. All of these programs are under the direction of the OJJCC Director and staff and all are located in areas of the City where 51% or more of the population meets low- to moderate-income guidelines. Students, beginning at age 14, can enter a Counselor in Training program that includes training in life skills, mentoring, peer mediation, pre-employment and work maturity, leadership, and goal setting. Other programs offered at the Center include Martial Arts, Dance and Art Classes, Adult Education and Parents Night Out. The Oscar Johnson Jr., Community Center is supported and funded by City of Conroe General Fund dollars. Activities provided at the Oscar Johnson, Jr. Community Center will allow children to develop their maximum potential and leave the poverty environment, to enhance their quality of life, and encourage self-sufficiency.

**Housing Opportunities for People with AIDS**

*Please also refer to the HOPWA Table in the Needs.xls workbook.*

1. Provide a brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.

2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.

3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made.
5. on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.

6. Report on the accomplishments under the annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.

7. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.

8. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.

9. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.

10. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.

Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

Program Year 4 Action Plan HOPWA Response:
The City of Conroe does not receive HOPWA funds.

Specific HOPWA Objectives

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

Program Year 4 HOPWA Objectives Response:
The City of Conroe does not receive HOPWA funds.

Other Narrative

Include any Action Plan information that was not covered by a narrative in any other section.
Exhibit “B”
Grantee Name: City of Conroe

Project Name: Administration

Description: The City of Conroe will provide the administration and coordination of the 2008 Community Development Block Grant program.

Location:
300 W. Davis, Suite 535, Conroe, Texas 77301

Priority Need Category

Select one:
- Planning/Administration

Explanation:
Reasonable costs and expenditures to administer the program with current staff and some outside resources.

Objective Category
- Decent Housing
- Suitable Living Environment
- Economic Opportunity

Outcome Categories
- Availability/Accessibility
- Affordability
- Sustainability

Specific Objectives

Accomplished Type:
- Proposed
- Underway
- Complete

21A General Program Administration 570.206

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</table>
Grantee Name: City of Conroe

Project Name: Section 108 Loan Guarantee Repayment

Description: Repay Section 108 Loan Guarantee assistance in the amount of $1,850,000 at the rate of $150,000 per year for 20 years from future CDBG funds. Funds will be drawn under one of two national objectives; 570.208(a)(1) benefiting low and moderate income persons on an area basis, or 570.208(b)(1) prevention or elimination of slum and blight on an area basis as approved by HUD on a loan by loan basis.

Location: 300 West Davis, Suite 535 and a 9 block designated target area in downtown Conroe, TX.

Priority Need Category

Select one:

- Economic Development

Explanation: The City of Conroe will provide monies in the form of forgivable loans to property owners in the 9 block area around the downtown square for facade improvements, correction of code violations, handicapped accessibility, historical preservation and abatement of hazardous substances.

Expected Completion Date: 9/30/2013

Objective Category

- Economic Opportunity

Specific Objectives

Outcome Categories

- Improve economic opportunities for low-income persons

Project-level Accomplishments

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Proposed Outcome | Performance Measure | Actual Outcome

Provide Economic Opportunity Through Number of commercial façadetreatment/business 10 Commercial Buildings have received façade renovations

Program Year 1

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</table>
Grantee Name: City of Conroe

**Project Name:** Housing Relocation and Reconstruction

**Description:** IDIS Project #: 3, UOG Code: TX481158 CONROE

The City will reconstruct single-family owner-occupied houses, when appropriate, in the low to moderate income target areas of the City and provide temporary relocation assistance on a case by case basis.

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<td>Select one: Owner Occupied Housing</td>
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**Explanation:** The City of Conroe will provide forgivable loans to homeowners in the Housing Target areas of the City to demolish and reconstruct their homes that are too debilitated to rehabilitate. These homeowners will be temporarily relocated on an as needed basis.

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<td>Suitable Living Environment</td>
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<td>Economic Opportunity</td>
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1. Improve the quality of owner housing

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Grantee Name: City Of Conroe

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<th>Project Name:</th>
<th>Community-Wide Clean-Up Project</th>
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<td>Description:</td>
<td>The City of Conroe will fund a Community-Wide Clean-Up Project to pick-up and haul trash and debris from the designated low-income CDBG Housing Target Areas. The project will benefit an entire low-income area, which includes seniors, adults, children, and the disabled, who are typically, in this area, minority and very low-income.</td>
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**Location:**
- Ct: 693100 BG: 1, 2, 3, 4 Cty 48339100
- Ct: 693900 BG: 1, 2, 3, 4 Cty 48339100

**Expected Completion Date:** 9/30/2013

**Objective Category:**
- Decent Housing
- Suitable Living Environment
- Economic Opportunity

**Select one:**
- Public Services

**Explanation:** Funding a Clean-Up Project will improve and expand services to these low-income target areas by providing services that typically this neighborhood would not be able to afford. The cost of disposing of debris, garbage, trash and junk is many times outside what a low-income family can afford.

**Specific Objectives**
1. Improve the services for low/mod income persons
2. 
3. 

**Project-level Accomplishments**

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<tr>
<th>Other</th>
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**Proposed Outcome**
Enhance Suitable Living Environment through

**Performance Measure**
Cleaned Benefit Area

**Actual Outcome**
1 Clean-Up Project - 1 Area Cleaned-Up 50 Persons

05 Public Services (General) 570.201(a)

**Fund Source:**

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### Section 108 Projects Worksheet

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<th>EDI or BEDI Amount Advanced Through 9/30/06</th>
<th>Total EDI or BEDI Amount (for multiple projects)</th>
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Section108Projects
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<th>FTE Jobs Created or Retained</th>
<th>Number of FTE Jobs Held by Low/Mod</th>
<th>Total Housing Units Assisted</th>
<th>Number of Units Occupied by Low/Mod Households</th>
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<tr>
<td>Acquisition of existing units</td>
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<td>Production of new units</td>
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<tr>
<td>Rehabilitation of existing units</td>
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<tr>
<td>Rental Assistance</td>
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<td><strong>Total Sec. 215 Rental Goals</strong></td>
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<tr>
<td><strong>ANNUAL AFFORDABLE OWNER HOUSING GOALS (SEC. 215)</strong></td>
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<tr>
<td>Acquisition of existing units</td>
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<tr>
<td>Production of new units</td>
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<td>Rehabilitation of existing units</td>
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<td>Homebuyer Assistance</td>
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<td><strong>Total Sec. 215 Owner Goals</strong></td>
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<td><strong>Total Sec. 215 Affordable Housing</strong></td>
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<td><strong>ANNUAL HOUSING GOALS</strong></td>
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<td><strong>Total Annual Housing Goal</strong></td>
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For the purpose of identification of annual goals, an assisted household is one that will receive benefits through the investment of Federal funds, either alone or in conjunction with the investment of other public or private funds.
## Housing Needs Table

### Housing Needs - Comprehensive Housing Affordability Strategy (CHAS) Data Housing Problems

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<th>Current Number of Households</th>
<th>3-5 Year Quantities</th>
<th>Priority Need?</th>
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**City of Conroe**

*Only complete blue sections. Do NOT type in sections other than blue.*

**Grantee:**

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# Summary of Specific Annual Objectives

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### Summary of Specific Annual Objectives

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<td>Specific Annual Objective A Community Wide Clean Up Project that would be an annual or bi-annual event in the Housing Target Areas. An in-house type project where CDBG funding is paying for the disposal costs of the debris. CDBG funding in the amount of $10,000, which may be used over several grant cycles or until funds are no longer available.</td>
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**MULTI-YEAR GOAL**

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# Summary of Specific Annual Objectives

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<td>Repayment of principal and interest due on the Section 108 Guarantee Loan proceeds used to rehabilitate commercial facades on downtown buildings to assist businesses in a targeted area for the purpose of developing and sustaining economic opportunities in the area.</td>
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Section 108
Downtown Revitalization Job Creation Chart
Program Year 2012 Report

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<td>Rodney J Pool and wife Joyce M. Pool</td>
<td>302 N. Main</td>
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<td>101 W. Phillips</td>
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<td>Rodney Pool and wife Joyce M. Pool</td>
<td>302-306 Collins</td>
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Exhibit “C”
February 1, 2013

The City of Conroe Community Development Block Grant Department, pursuant to the Community Development Block Grant (CDBG) and U. S. Department of Housing & Urban Development (HUD) guidelines, will hold a Public Hearing on Tuesday, February 26, 2013, at 6:00 P.M. to receive citizen comments and input in identifying housing, community development, and social service needs for the CDBG Program Year 2013 Annual Action Plan. The Public Hearing will be held at the City of Conroe Council Chamber located in the Conroe Tower, at 300 W. Davis in Conroe, Texas. The City expects to receive approximately $552,617 through the CDBG Entitlement Program to fund eligible activities for the 2013 Program Year, that meet the HUD CDBG Program National Objectives. National Objectives include, but may not be limited to: 1) to provide benefits to low and moderate income persons; 2) aid in the prevention or elimination of slum and blighting conditions; and 3) meet urgent needs that pose a serious and immediate threat to the health or welfare of the community which are of recent origin. Each activity funded shall meet one of these National Objectives and meet City of Conroe Five Year Consolidated Plan goals and objectives. The funding is primarily to benefit low and moderate income persons. Types of eligible activities include: 1) the acquisition and disposition of real property; 2) public facilities and improvements; 3) code enforcement, demolition and clearance activities; 4) public services; 5) relocation assistance; 6) removal of architectural barriers; 7) rehabilitation and preservation activities; 8) economic development activities; 9) special activities by sub-recipients; 10)
home ownership assistance; 11) planning and capacity building; 12) housing rehabilitation and relocation; and 13) administrative costs. Though there are many eligible activities, the City of Conroe has prioritized housing in the Dugan and the Madeley Quarter Target Areas.

The public is encouraged to attend the Public Hearing and/or submit written comments to Nancy S. Mikeska, City of Conroe, Asst. Director of Community Development, P.O. Box 3066 Conroe, Texas 77305.

Handicapped and non-English speaking persons that wish to attend this Public Hearing should contact Marla J. Porter, City Secretary, at (936) 522-3011 by 5:00 P.M. on Tuesday, February 19, 2013, so that accommodations can be made for interpretive services or other assistance.

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The City of Conroe supports equal and fair housing initiatives.
CITY OF CONROE, TEXAS
COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING ON COMMUNITY NEEDS
AND ASSESSMENT FOR THE
COMMUNITY DEVELOPMENT BLOCKGRANT
2013 ANNUAL ACTION PLAN

February 1, 2013

The City of Conroe Community Development Block Grant Department, pursuant to the Community Development Block Grant (CDBG) and U. S. Department of Housing & Urban Development (HUD) guidelines, will hold a Public Hearing on Tuesday, February 26, 2013, at 6:00 P.M. to receive citizen comments and input in identifying housing, community development, and social service needs for the CDBG Program Year 2013 Annual Action Plan. The Public Hearing will be held at the City of Conroe Council Chamber located in the Conroe Tower, at 300 W. Davis in Conroe, Texas. The City expects to receive approximately $552,617 through the CDBG Entitlement Program to fund eligible activities for the 2013 Program Year, that meet the HUD CDBG Program National Objectives. National Objectives include, but may not be limited to: 1) to provide benefits to low and moderate income persons; 2) aid in the prevention or elimination of slum and blighting conditions; and 3) meet urgent needs that pose a serious and immediate threat to the health or welfare of the community which are of recent origin. Each activity funded shall meet one of these National Objectives and meet City of Conroe Five Year Consolidated Plan goals and objectives. The funding is primarily to benefit low and moderate income persons. Types of eligible activities include: 1) the acquisition and disposition of real property; 2) public facilities and improvements; 3) code enforcement, demolition and clearance activities; 4) public services; 5) relocation assistance; 6) removal of architectural barriers; 7) rehabilitation and preservation activities; 8) economic development activities; 9) special activities by sub-recipients; 10) home ownership assistance; 11) planning and capacity building; 12) housing rehabilitation and relocation; and 13) administrative costs. Though there are many eligible activities, the City of Conroe has prioritized housing in the Dugan and the Madeley Quarter Target Areas.

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AFFIDAVIT OF PUBLICATION

STATE OF TEXAS
COUNTY OF MONTGOMERY

Personally appeared before the undersigned, a Notary Public within and for said County and State, Jennifer Underferth, Representative for Jason Joseph, General Manager and Publisher of The Courier, a newspaper of general circulation in the County of Montgomery, State of Texas. Who being duly sworn, states under oath that the report of Legal Notices, a true copy of which is hereto annexed was published in said newspaper in its issue(s) of the

9th day of February, 2013
15th day of February, 2013
25th day of February, 2013

day of , 2013

day of , 2013

day of , 2013

day of , 2013

day of , 2013

Publisher's Representative

Sworn to and subscribed before me this 25 day of February, 2013

Notary Public

My commission expires on (stamp)
AGENDA

I. OPEN PUBLIC HEARING
   Welcome --Nancy S. Mikeska
   Brief Instructions

II. ORAL PRESENTATIONS OF GRANT PROPOSALS

III. ASSESSMENT AND DISCUSSION OF COMMUNITY NEEDS

IV. RECEIVE PUBLIC COMMENT

V. ADJOURN
City Of Conroe  
Community Development Block Grant Department  
2013 Consolidated Action Plan  
Public Hearing/Needs Assessment  
City Council Chambers  
Wednesday, February 26, 2013  
6:00 p.m.

I. Introduction

To build and strengthen new partnerships with state and local governments and the private sector, the U.S. Department of Housing and Urban Development (HUD) requires a single consolidated submission for the planning and application aspects of the Community Development Block Grant (CDBG), Emergency Shelter Grant (ESG), HOME Investment Partnerships (HOME), and Housing Opportunities for Persons With AIDS (HOPWA) Programs.

The purpose of this meeting is to hear presentations from social service providers and citizens seeking to be Subrecipients of Community Development Block Grant funds for the grant cycle 2013, or who would like to present a known need they have recognized in the City of Conroe as part of the City’s needs assessment process. Additionally, the CDBG Department staff will receive comments from the public regarding social service programs, housing and Community Development needs, including priority non-housing Community Development needs; and the development of proposed activities. Further, staff will receive comments from the public regarding the program performance in the City of Conroe or any other issues related to the CDBG Department that is of interest to the public.

The overall goals of the Community Development and Planning Programs covered by the Consolidated Plan are to strengthen partnerships with jurisdictions and to extend and strengthen partnerships among all levels of government and the private sector including for-profit and non-profit organizations, to enable them:

♦ to provide decent housing;
♦ to establish and maintain a suitable living environment; and,
♦ to expand economic opportunities for every American, particularly for very low-income and low-income persons.

The purpose of the Consolidated Plan is to require the City to state in one document, its plan to pursue these goals for all the Community Planning and Development Programs, as well as for housing programs. The Consolidated Plan will serve the following functions:

1. A planning document for the jurisdiction, which builds on a participatory process at the lowest levels;
2. An application for federal funds under HUD’s formula grant programs;
3. A strategy to be followed in carrying out HUD programs; and,
4. An action plan that provides a basis for assessing performance.

The City must submit its Consolidated Plan to HUD at least forty-five (45) days before the start of the City’s program year. The City of Conroe’s program year will start on October 1, 2013. Therefore, The City of Conroe’s plan must be submitted by August 16, 2013. Before submission, the City must provide a period, not less than thirty (30) days, to receive comments from citizens, or units of general local government, on the proposed Consolidated Plan.

II. Assistance Expected To Be Received By The City of Conroe

HUD determines the fiscal 2013 funding allocations for CDBG. The amount of funds The City of Conroe will receive and the eligible activities for the program is listed below.

A. Community Development Block Grant (CDBG)

1. **Amount of Assistance:** During fiscal year, The City of Conroe anticipates receiving $579,288 in CDBG Program funds. Please note the City has listed here the amount that was received in the previous Program Year, due to HUD not yet releasing the amount the City will receive in Program Year 2013. Therefore, this amount is subject to change and could increase or decrease. Additionally, the City may have to alter funding amounts to projects after the official funding amount is released.

2. **Range of Activities:** The primary objective of the Community Development Block Grant Program is to aid in the development of viable urban communities by 1) providing decent housing and a 2) suitable living environment and 3) expanding economic opportunities, principally for persons of low- and very low-income.

Each project or program assisted through the CDBG Program must meet one of the following three (3) objectives:

1. Activities benefiting low-income persons:
   a. **Area Benefit Activities:** An activity, the benefits of which are available to all the residents of an area, where at least fifty-one percent (51%) of the residents are low-income according to HUD. [Note: Area must be primarily residential in character.] or
   b. **Limited Clientele Activities:** An activity which benefits a limited clientele, at least fifty-one percent (51%) of whom are low-income persons according to HUD;

2. Aid in the prevention or elimination of slums and blight; or

3. Meet other urgent Community Development needs having a particular immediate threat to the health or welfare of the community where other financial resources are not available to meet such needs.
III. Eligible Activities

CDBG funds may be used to carry out a wide range of Community Development activities directed toward neighborhood revitalization, economic development and improved community facilities and services. Funds may be used for the activities listed below:

- **Acquisition.** Acquisition in whole or in part of real property. Examples: Purchase of land easements, right-of-ways and buildings. This authority is subject to the limitation at 24 CFR 570.207(a)(1) which would preclude the acquisition cost attributable to a building to be used for the general conduct of government and 24 CFR 570.207(a)(3) which would preclude the acquisition of property to be used for political activities.

- **Public facilities and improvements.** Acquisition, construction, reconstruction, rehabilitation (including removal of architectural barriers to accessibility) or installation of public facilities (except for buildings for the general conduct of government) and improvements. Public Facilities and improvements include, but are not limited: Shelters for the Homeless, Water and Sewer Facilities, Flood and Drainage Improvements, Fire Protection Facilities/Equipment, Community, Senior, and Health Centers, Parking, Streets, Curbs, Gutters, and Sidewalks, Parks, and Playgrounds.

- **Clearance activities.** Demolition of buildings and improvements; removal of demolition products (rubble) and other debris; physical removal of environmental contaminants or treatment of such contaminants to render them harmless; and movement of structures to other sites.

- **Public services.** Provision of public services (including labor, supplies, materials and other costs), provided that the following criteria is met. The public service must be either: (1) a new service; or (2) a quantifiable increase in the level of a service above that which has been provided by or on behalf of the unit of general local government within the prior twelve (12) months. This requirement is intended to prevent the substitution of CDBG funds for recent support of public services by local or State funds. [Note: The amount of CDBG funds used for public services can not exceed fifteen percent (15%) of each entitlement area’s grant.]

- **Privately owned utilities.** CDBG funds may be used to acquire, construct, reconstruct, rehabilitate, or install the distribution lines and facilities of privately owned utilities. A privately-owned utility may be defined as a publicly-regulated service which is provided through the use of physical distribution lines to private properties and that is owned and operated by a non-public entity. Utilities include, but are not necessarily limited to, natural gas, electricity, telephone, water, sewer, and television cable services.

- **Construction of housing.** CDBG funds may be used only as last resort housing according to the provisions set forth in 24 CFR part 42 (Uniform Relocation Assistance and Real Property Acquisition For Federal and Federally Assisted Programs) or when carried out by an entity that has received funding through a Housing Development Grant. [Note: Other
than these two situations, new housing construction is ineligible under the CDBG Program, unless carried out under the authority of the basic eligibility category, 570.204(a), “Special Activities by CBDOs.”

- **Code Enforcement.** CDBG funds may be used for code enforcement only in deteriorating or deteriorated areas where such enforcement, together with public or private improvements, rehabilitation, or services to be provided, may be expected to arrest the decline of the area. Code enforcement involves the payment of salaries and overhead costs directly related to the enforcement of state and/or local codes.

- **Homeownership assistance.** CDBG funds may be used to provide financial assistance to low- and very low-income households to assist them in the purchase of a home.

- **Microenterprise assistance.** Microenterprise means a business having five or fewer employees, one or more of whom owns the business. CDBG funds may be used to facilitate economic development through the establishment, stabilization and expansion of microenterprises including the provision of technical assistance to new or existing microenterprises or to persons developing a microenterprise, and general support to owners of microenterprises and persons developing microenterprises.

- **Planning and capacity building.** CDBG funds may be used for studies, analysis, data gathering, preparation of plans, and identification of actions that will implement plans.

- **Rehabilitation.** Costs of rehabilitation for residential (whether privately or publicly owned), commercial/industrial and other property such as non-profit owned, nonresidential buildings and improvements that are not considered to be public facilities or improvements under 24 CFR 570.201(c). Eligible types of assistance include: costs of labor, materials, supplies and other expenses required for rehabilitation; financing; refinancing; property acquisition; security devices; insurance; conservation; water and sewer; tools; barrier removal; landscaping, sidewalks, and driveways; renovation of closed buildings; historic preservation; lead-based paint hazard evaluation and reduction; rehabilitation services; and businesses in residences. [Note: Commercial or industrial property, but where such property is owned by a for-profit, rehabilitation under this category is limited to exterior improvements of the building and the correction of code violations.]

- **Special economic development.** CDBG funds may be used by a non-profit Subrecipient for the acquisition, construction, rehabilitation, reconstruction, or installation of commercial or industrial buildings, structures and other related real property equipment and improvements. CDBG funds may be used to provide assistance to private for-profit entities for an activity determined to be appropriate to carry out an economic development project. This assistance may include, but is not limited to grants; loans; loan guarantees; interest supplements; technical assistance; or any other form except for those described as ineligible in 24 CFR 570.207(a), such as political activities. Economic development services in connection with the above subcategories,
including outreach efforts to market available forms of assistance; screening of applicants; reviewing and underwriting applications for assistance; preparation of agreements; management of assisted activities; and the screening, referral, and placement of applicants for employment opportunities generated by CDBG-eligible economic development activities. The costs of providing necessary job training for persons filling those positions also may be provided. [Note: All activities under the category of Special Economic Development Activities at 24 CFR 570.203 must meet the level of public benefit as defined by HUD. The level of public benefit to be derived from the activity must be appropriate given the amount of CDBG assistance being provided given HUD standards.]

- **Special activities by Community-Based Development Organizations (CBDOs).** CDBG funds may be provided to qualified CBDOs to carry out neighborhood revitalization, community economic development, or energy conservation projects.

- **Other Miscellaneous Other Activities.**

  **Payment of the non-federal share.** Payments for non-federal share of funding is available only for activities which are otherwise eligible for CDBG assistance. It should be noted that the authority to use CDBG funds for the non-federal share of another program does not override any specific restrictions against the use that may be contained in the statute or regulations of that program.

  **Urban renewal completion.** Costs of completing an urban renewal project funded under Title 1 of the Housing Act of 1949.

  **Technical assistance.** The use of CDBG funds to increase the capacity of public or non-profit entities to carry out eligible neighborhood revitalization or economic development activities.

  **Assistance to institutions of higher education.** CDBG funds may be used to provide assistance to an institution of higher education (i.e., secondary schools or higher) when the grantee determines that such an institution has demonstrated a capacity to carry out activities that fall under one or more of the basic eligible activities under the CDBG Program.

  **Housing services.** CDBG funds may be used to pay costs in support of activities eligible for funding under the HOME Program. This includes services such as housing counseling in connection with tenant-based rental assistance and affordable housing projects, energy auditing, preparation of work specifications, loan processing, inspections, tenant selection, management of tenant-based rental assistance, and other services related to assisting owners, tenants, contractors, and other entities participating or seeking to participate in the HOME Program.

  **Reconstruction.** Reconstruction is generally defined as meaning the rebuilding of a structure on the same site in substantially the same manner. Deviations from the original design are permitted for reasons of safety or if otherwise impractical. The structure to be reconstructed may be residential or nonresidential, and either publicly- or privately-owned.
In Rem. CDBG funds can be used for housing units acquired through tax foreclosure proceedings. Specifically, essential repairs and payment of operating expenses needed to maintain the habitability of housing units acquired through tax foreclosure proceedings in order to prevent abandonment and deterioration of such housing in primarily low- and moderate-income neighborhoods.

Handicapped Accessibility. Projects directed to the removal of material and architectural barriers that restrict the accessibility or mobility of elderly or handicapped persons.

IV. Ineligible Activities

The general rule is that any activity that is not authorized in the CDBG program regulations is ineligible for CDBG funding. The following outlines specific activities that may not be assisted with CDBG funds:

- Buildings or portions thereof used for the general conduct of government;
- General government expenses required to carry out the regular responsibilities of the unit of general local government;
- Political activities. CDBG funds can not be used to finance the use of facilities or equipment for political purposes or to engage in other partisan political activities, such as candidate forums, voter transportation, or voter registration;
- Purchase of equipment. Generally, the purchase of construction equipment is ineligible. Also, furnishings and personal property such as the purchase of equipment, fixtures, motor vehicles, furnishings or other personal property not an integral structural fixture;
- Operating and maintenance expenses. Generally, any expense associated with repairing, operating, or maintaining public facilities, improvements and services is ineligible;
- New housing construction. Activities in support of the development of low- and very low-income housing, including clearance, site assemblage, provision of site improvements and provisions of public improvements and certain housing pre-construction costs set forth in 570.206(g), are not considered as activities to subsidize or assist new construction. CDBG funds may not be used for the construction of new permanent residential structures or for any program to subsidize or assist such new construction, except at noted under eligible activities.
- Income payments. The general rule is that CDBG funds may not be used for income payments. Income payments means a series of subsistence-type grant payments made to an individual or family for items such as food, clothing, housing (rent or mortgage), or utilities.
2013
CONSOLIDATED ACTION PLAN
PUBLIC HEARING ON COMMUNITY NEEDS AND ASSESSMENT

Wednesday, February 26, 2013
City of Conroe City Council Chambers
Conroe City Hall
6 p.m.

PUBLIC HEARING SUMMARY

No citizens attended the Public Hearing regarding the City of Conroe’s 2013 Annual Consolidated Action Plan.

Hearing was closed at 6:30.
CITY OF CONROE
PUBLIC NOTICE FOR COMMENTS AND PUBLIC HEARING
COMMUNITY DEVELOPMENT BLOCK GRANT
STATEMENT OF OBJECTIVES AND PROPOSED USE OF FUNDS
2013 ANNUAL ACTION PLAN

POSTED: FRIDAY, MAY 10, 2013

GOALS AND OBJECTIVES: The City of Conroe is scheduled to receive funds from the U.S. Department of Housing and Urban Development (HUD) as part of the 2013 Community Development Block Grant (CDBG) Entitlement Program, authorized under the Housing and Community Development Act of 1974, as amended. 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. Community Development Block Grant goals of the City are: 1) improve the urban environment in low and moderate income areas; 2) eliminate blighting influences and the deterioration of property, neighborhoods, and private and public facilities; 3) ensure decent, safe, and sanitary housing for low and moderate income persons; and 4) provide expanded economic opportunities for low and moderate income persons and at risk youth.

ELIGIBLE ACTIVITIES: In addition to meeting one of the three national objectives each activity funded shall fall within one of the eligible categories listed below and may have to meet other requirements. Types of activities that are eligible are: 1) acquisition and disposition of real property; 2) public facilities and improvements; 3) clearance activities; 4) public services; 5) relocation assistance; 6) removal of architectural barriers; 7) rehabilitation and preservation activities; 8) costs of housing program delivery; 9) economic development activities; 10) special activities by subrecipients; 11) home ownership assistance; 12) planning and capacity building; and 13) administrative costs.

NOTICE OF DELAY IN FUNDING: The City of Conroe has not received official notification from HUD of the exact amount of funding that will be available to the City for the CDBG Program, for the Program Year 2013. In an effort to continue to afford citizens ample opportunity to comment on proposed projects and related funding, the City is providing the below, proposed project listing and the estimate of funding for each project. Citizens should note that based on the final federal funding amount, the projects and/or the funding amounts, may be
adjusted by eliminating a project, or reducing or increasing a project’s funding amount, in order to maximize the use of the federal assistance available to the City.

The 2013 City of Conroe Consolidated Action Plan includes the projects proposed to be funded during Program Year 2013, which covers the timeframe of October 1, 2013 through September 30, 2014. These projects are listed below with the recommended amount of funding for each project.

**ACTIVITIES BEING CONSIDERED FOR FUNDING:** After public input, City staff is recommending the following activities listed and described below for funding:

<table>
<thead>
<tr>
<th>Activity Name</th>
<th>Estimated Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section 108 Guarantee Loan Repayment</td>
<td></td>
</tr>
<tr>
<td>Downtown Revitalization</td>
<td>$158,139.50</td>
</tr>
<tr>
<td>Housing Relocation/Reconstruction</td>
<td>273,954.50</td>
</tr>
<tr>
<td>Public Service - Clean-up and Demolition Project</td>
<td>10,000.00</td>
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<tr>
<td>Administration</td>
<td>110,523.00</td>
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<tr>
<td>2013 Estimated Allocation</td>
<td>$552,617.00</td>
</tr>
<tr>
<td>Program Income/Prior Year CDBG Funds</td>
<td>-0-</td>
</tr>
<tr>
<td>TOTAL ESTIMATED CDBG FUNDS AVAILABLE</td>
<td>$552,617.00</td>
</tr>
</tbody>
</table>

**DESCRIPTION OF ACTIVITIES:** The proposed activities are specifically described below:

**Section 108 Loan Guarantee Repayment** (24 CFR 570.205(c)): Repay Section 108 Loan Guarantee funds in the amount of $1,850,000 at the rate of approximately $150,000 per year for 20 years from future CDBG funds. These funds will provide assistance to private for-profit entities for an activity determined by the grantee to be appropriate to carry out an economic development project which may include but not limited to grants, loans, loan guarantees, interest supplements or technical assistance that promotes the long-term economic and social viability of the community. Assistance will be in the form of forgivable loans to property owners for facade improvements of buildings in the downtown district.

**Housing Relocation and Reconstruction** (24 CFR 570.201(i)): Relocation expenses when necessary to carry out optional relocation and reconstruction of homes that meet certain criteria. Assistance in the form of reconstruction grants to low and moderate income homeowners of single-family homes that are not feasible to rehabilitate and are located in targeted neighborhood areas.

**Demolition and Clearance** (24 CFR 570.201(d)): Demolition and clearance of abandoned and deteriorated structures to eliminate specific conditions of blight or physical decay.

**Public Services** (24 CFR 570.201(e)): Assistance with a Community Clean-Up Project in the designated low-income housing target area.

**Administrative Costs** (24 CFR 570.206): Reasonable and necessary administrative costs related to the implementation and management of the CDBG program.
PLAN TO MINIMIZE DISPLACEMENT: The City will replace all dwelling units which: (1) meet HUD’s definition of occupied and vacant, occupable low and moderate income units; and (2) are demolished or converted to a use other than low and moderate income housing as a direct result of activities assisted with funds provided under the CDBG Program. Required replacement housing will be provided within three years of the commencement of the activity relating to conversion. Before obligating or expending funds that will directly result in such demolition or conversion, the City will make public and submit to HUD the following information: 1) a description of the proposed activity; 2) the location on a map and the approximate number of dwelling units by number of bedrooms that will be demolished or converted as a direct result of the assisted activity and those that will be provided as replacement dwelling units; 3) a time schedule for the commencement and completion of the demolition or conversion; 4) the source of funding and a time schedule for the provision of replacement units; and 5) the basis for concluding that each replacement unit will remain a low and moderate income unit for at least ten years from the date of initial occupancy. Consistent with the goals of activities assisted, the City will make every effort to plan and design activities so that no persons will be displaced. It is the intention of the City that no persons be displaced as a result of these planned activities. During construction or implementation of the approved activities, unanticipated circumstances may arise which could not be foreseen which may cause some persons to be displaced. Displacement will take place only after it has been determined that the only way to complete the activity successfully is for the displacement to occur; that the displacement is necessary in order for a greater number of people to benefit from the completion of the activity which is causing the need for displacement; or the displacement is determined to be in the best interest of the health, safety, or welfare of the persons to be displaced. In the event displacement becomes necessary, CDBG funds will be used to cover the costs incurred in the displacement. Additionally, every effort will be made to find suitable, safe, and sanitary housing for displaced persons that is at least equivalent to the housing from which the persons were displaced.

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CITY OF CONROE
PUBLIC NOTICE FOR COMMENTS AND PUBLIC HEARING
COMMUNITY DEVELOPMENT BLOCK GRANT
STATEMENT OF OBJECTIVES AND PROPOSED USE OF FUNDS
2013 ANNUAL ACTION PLAN

POSTED: FRIDAY, MAY 10, 2013

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COMMUNITY DEVELOPMENT BLOCK GRANT
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2013 ANNUAL ACTION PLAN

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AFFIDAVIT OF PUBLICATION

STATE OF TEXAS
COUNTY OF MONTGOMERY

Personally appeared before the undersigned, a Notary Public within and for said County and State. Jennifer Underferth, Representative for Jason Joseph, General Manager and Publisher of The Courier, a newspaper of general circulation in the County of Montgomery, State of Texas. Who being duly sworn, states under oath that the report of Legal Notices, a true copy of which is hereto annexed was published in said newspaper in its issue(s) of the

15th day of May, 2013
18th day of May, 2013
21st day of May, 2013

______________________
Publisher's Representative

Sworn to and subscribed before me this 21 day of May, 2013

______________________
Notary Public

My commission expires on (stamp)
PUBLIC HEARING/NEEDS ASSESSMENT
MAY 21, 2013  6:00 P.M.
CITY COUNCIL CHAMBERS

2013 ACTION PLAN

AGENDA

I. OPEN PUBLIC HEARING

Welcome --Nancy S. Mikeska
Brief Instructions

II. ORAL PRESENTATIONS OF GRANT PROPOSALS

III. ASSESSMENT AND DISCUSSION OF COMMUNITY NEEDS

IV. RECEIVE PUBLIC COMMENT

V. ADJOURN
CITY OF CONROE, TEXAS
COMMUNITY DEVELOPMENT BLOCK GRANT
Nancy S. Mikeska, Asst. Director

NATIONAL PROGRAM OBJECTIVES

- Benefits low and moderate income persons.

- Aids in the prevention or elimination of slums and blight.

- Meets a particularly urgent community development need because existing conditions pose a serious and immediate threat to the health or welfare of the community and other resources are not available to meet such need.
PROGRAM DISTRIBUTIONS

1994 CDBG PROGRAM

(1) Water System Improvements $228,070
(2) Sewer Improvements - Decker and Gilmore Streets $ 81,930
(3) Housing Rehabilitation - 5 units $115,000
(4) Homebuyer Assistance - 1 unit $ 5,000
(5) Public Services - Oscar Johnson Jr. Community Center Director $ 25,000
(6) General Administration $ 25,000

TOTAL $480,000

1995 CDBG PROGRAM

(1) Sewer System Improvements - Royal College Street $351,000
(2) Public Services - Oscar Johnson Jr. Community Center Director $ 25,000
(3) Public Services - 3 grants $ 50,000
(4) Housing Rehabilitation - 3 units $ 75,000
(5) Homebuyer Assistance - 5 units $ 25,000
(6) General Administration $ 30,000

TOTAL $556,000

1996 CDBG PROGRAM

(1) Sewer System Improvements $237,000
(2) Water Improvements $100,000
(3) Public Service Grants $ 50,000
(4) Public Services - Oscar Johnson Jr. Community Center Director $ 25,000
(5) Housing Rehabilitation $100,000
(6) General Administration $ 30,000

TOTAL $542,000

1997 CDBG PROGRAM

(1) Public Service Grants $ 55,000
(2) Public Services - Oscar Johnson Jr. Community Center Director $ 25,000
(3) Housing - Demolition and Reconstruction $125,000
(4) Downtown Revitalization $150,000
(5) Park Improvements $145,000
(6) General Administration $ 35,000

TOTAL $535,000
### 1998 CDBG PROGRAM

1. Public Services - Oscar Johnson Jr. Community Center Director: $25,000
2. Housing - Relocation and Reconstruction: $315,000
3. Downtown Revitalization: $150,000
4. General Administration: $35,000

**Total**: $525,000

### 1999 CDBG PROGRAM

1. Public Services - Oscar Johnson Jr. Community Center Director: $25,000
2. Housing - Relocation and Reconstruction: $319,000
3. Downtown Revitalization: $150,000
4. General Administration: $35,000

**Total**: $529,000

### 2000 CDBG PROGRAM

1. Public Services - Oscar Johnson Jr. Community Center Director: $50,000
2. Housing - Relocation and Reconstruction: $280,000
3. Downtown Revitalization: $150,000
4. General Administration: $50,000

**Total**: $530,000

### 2001 CDBG PROGRAM

1. Public Services – Oscar Johnson Jr. Community Center Director: $50,000
2. Housing – Relocation and Reconstruction: $234,000
3. Housing – Code Enforcement: $43,000
4. Housing – Demolition and Clearance: $30,000
5. Downtown Revitalization: $150,000
6. Administration: $50,000

**Total**: $557,000
2002 CDBG PROGRAM

(1) Public Services – Oscar Johnson Jr. Community Center $ 50,000
(2) Housing – Relocation and Reconstruction $214,000
(3) Housing – Code Enforcement $ 45,000
(4) Housing – Demolition and Clearance $ 30,000
(5) Section 108 Repayment – Downtown Revitalization $150,000
(6) Administration $ 50,000

TOTAL $539,000

2003 CDBG PROGRAM

(1) Public Services – Oscar Johnson Jr. Community Center $100,000
(2) Housing – Relocation and Reconstruction $316,000
(3) Section 108 Repayment – Downtown Revitalization $150,000
(4) Housing – Demolition and Clearance $ 10,000
(5) Administration $ 92,000

TOTAL $668,000

2004 CDBG PROGRAM

(1) Public Services – Oscar Johnson Jr. Community Center $ 90,000
(2) Housing – Relocation and Reconstruction $325,000
(3) Section 108 Repayment – Downtown Revitalization $150,000
(4) Administration $ 91,000

TOTAL $656,000

2005 CDBG PROGRAM (AS AMENDED)

(1) Public Services
   a. Oscar Johnson Jr. Community Center $ 90,973
   b. Metropolitan Child Development Center $ 0
(2) Housing Program – Relocation and Reconstruction $267,549
(3) Section 108 Repayment $150,000
(4) Administration and Planning $114,630

TOTAL $623,152
2006 CDBG PROGRAM

(1) Public Services
   a. Oscar Johnson J. Community Center $ 56,760
(2) Housing Program – Relocation and Reconstruction $227,323
(3) Demolition and Clearance $ 20,000
(4) Section 108 Repayment $150,000
(5) Administration and Planning $113,520

TOTAL $567,603

2007 CDBG PROGRAM (AS AMENDED)

(1) Public Services
   a. Oscar Johnson J. Community Center $ 86,053
(2) Housing Program – Relocation and Reconstruction $222,898
(3) Section 108 Repayment $150,000
(4) Public Facilities
   a. Oscar Johnson J. Community Center $    0
(5) Administration and Planning $114,737

TOTAL $573,688

2008 CDBG PROGRAM

(1) Public Services
   a. Oscar Johnson J. Community Center $ 67,514
(2) Housing Program – Relocation and Reconstruction $223,000
(3) Cost of Housing Program Delivery $   10,000
(4) Section 108 Repayment $150,000
(5) Administration and Planning $112,628

TOTAL $563,142
SUPPLEMENTAL FUNDING 2008 CDBG-R  $152,954

(1) City Fire Department  $ 10,000
(2) Administration and Planning  $ 15,295
(3) Housing Program - Relocation and Reconstruction  $127,659

TOTAL  $152,954

2009 CDBG PROGRAM  (AS AMENDED)

(1) Public Services
   a. Oscar Johnson J. Community Center  $  0
(2) Housing Program – Relocation and Reconstruction  $299,960
(3) Cost of Housing Program Delivery  $  10,000
(4) Section 108 Repayment  $150,000
(5) Administration and Planning  $114,989

TOTAL  $574,949

2010 CDBG PROGRAM

(1) Public Services
   a. Oscar Johnson J. Community Center  $  0.00
(2) Housing Program – Relocation and Reconstruction  $316,817.12
(3) Cost of Housing Program Delivery  $  10,000.00
(4) Community Clean-Up Project  $  10,000.00
(5) Downtown Revitalization  $  52,000.00
(4) Section 108 Repayment  $ 113,440.88
(5) Administration and Planning  $125,564.00

TOTAL  $627,822.00
## 2011 CDBG PROGRAM

1. Public Services  
   2. Oscar Johnson J. Community Center $ 0.00

2. Housing Program – Relocation and Reconstruction $ 243,701.00
3. Cost of Housing Program Delivery $ 10,000.00
4. Community Clean-Up Project $ 10,000.00
5. Section 108 Repayment $ 159,340.00
6. Administration and Planning $ 105,757.00

**TOTAL** $ 528,798.00

## 2012 CDBG PROGRAM

1. Public Services  
   2. Oscar Johnson J. Community Center $ 0.00

2. Housing Program – Relocation and Reconstruction $ 263,201.00
3. Cost of Housing Program Delivery $ 10,000.00
4. Community Clean-Up Project $ 10,000.00
5. Section 108 Repayment $ 158,893.00
6. Administration and Planning $ 110,523.00

**TOTAL** $ 552,617.00

## 2013 CDBG PROGRAM

1. Public Services  
   2. Clean-Up & Demolition Project $ 10,000.00

2. Housing Program – Relocation and Reconstruction $ 295,291.00
3. Section 108 Repayment $ 158,140.00
4. Public Facilities (Oscar Johnson Capital Project) $ 0
5. Administration and Planning $ 115,857.00

**TOTAL** $ 579,288.00
No citizens attended the Public Hearing regarding the City of Conroe’s 2013 Annual Consolidated Action Plan.

Hearing was closed at 6:30.
During the thirty-day Annual Consolidated Action Plan comment period no written comments regarding the 2013 Annual Consolidated Action Plan were received by the City of Conroe.

Several calls were received from citizens wanting to participate in the CDBG Week Activities hosted by the City of Conroe’s CDBG Department. Several calls were received regarding the Community Pride Clean-Up Program provided by CDBG and City staff.

There were no other comments received during this period.
City of Conroe
Community Development Block Grant
2000 Persons Who are Some Other Race Alone

Legend
- Streets
- Conroe City Limits
- Surrounding City Limits
- Lake Conroe

Subject Population
- 0-120
- 121-250
- 251-500
- 501-1100
- 1101-1600

Scale: 0,000,000 8,000 12,000 16,000 Feet
City of Conroe
Community Development Block Grant
2000 Percent of Families Below the Poverty Level in 1999

Legend
- Streets
- Conroe City Limits
- Surrounding City Limits
- Lake Conroe

Subject Population
- 0.0-3.0
- 3.1-6.9
- 7.0-11.0
- 11.1-15.0
- 14.1-27.0

02,000,000 8,000 12,000 16,000 Feet
2000 Census-City of Conroe Poverty Rates

Approx. 20 miles across.
2000 Census-Percent Owner-Occupied Housing Units

Data Classes
- Percent
  - 10.1 - 30.5
  - 30.6 - 50.0
  - 50.1 - 65.0
  - 65.1 - 84.5
  - 84.6 - 89.7

Features
- Major Road
- Street
- Forest/Motorway
- Stream/Reservoir

Approx. 20 miles across.
2000 Census-City of Conroe Vacancy Rates
CERTIFICATE FOR RESOLUTION

I.

On the 23rd day of May, 2013, the City Council of the City of Conroe, Texas, consisting of the following qualified members, to-wit: Webb K. Melder, Mayor; Guy Martin, Mayor Pro Tem, Council Members Jim Gentry, Seth Gibson, Marsha Porter and Gil Snider did convene in public session in the Council Chamber of the City Hall at 300 West Davis in Conroe, Texas. The roll being first called, a quorum was established, all members being present except . The Meeting was open to the public and public notice of the time, place and purpose of the Meeting was given, all as required by Chapter 551, Texas Government Code.

II.

WHEREUPON, AMONG OTHER BUSINESS transacted, the Council considered adoption of the following written Resolution, to-wit:

RESOLUTION NO. 4076-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CONROE, TEXAS, APPROVING 2013 ANNUAL ACTION PLAN; AUTHORIZING SUBMISSION TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT; AUTHORIZING THE MAYOR TO SIGN ALL FORMS AND CERTIFICATIONS PERTAINING TO SUBMISSION AND IMPLEMENTATION OF THE PLAN; PROVIDING FOR EFFECTIVE DATE AND OTHER RELATED MATTERS.

III.

Upon motion of Council Member Gentry, seconded by Council Member Porter, all members present voted for adoption of the Resolution, except the following: No one voted against and no one abstained. A majority of those Council Members present having voted for adoption, the presiding officer declared the Resolution passed and adopted.

IV.

A true, full and correct copy of the Resolution adopted at the Meeting is attached to and follows this Certificate.

SIGNED AND SEALED this 23rd day of May, 2013

MARLA J. PORTER, City Secretary
RESOLUTION NO. 4076-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CONROE, TEXAS, APPROVING THE CDBG 2013 CDBG ANNUAL ACTION PLAN; AUTHORIZING SUBMISSION TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT; AUTHORIZING THE MAYOR TO SIGN ALL FORMS AND CERTIFICATIONS PERTAINING TO SUBMISSION AND IMPLEMENTATION OF THE PLAN; PROVIDING FOR EFFECTIVE DATE AND OTHER RELATED MATTERS.

* * * * * * * * * *

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

Section 1. The Community Development Block Grant 2013 Annual Action Plan for the City of Conroe, a copy of which is to be attached hereto as Exhibit A and incorporated herein by reference, is hereby approved and adopted.

Section 2. The Mayor of the City of Conroe is hereby authorized and directed to submit such plan to the United States Department of Housing and Urban Development and is authorized to sign all forms and certifications pertaining to the submission, acceptance, and implementation of such plan and grant.

Section 3. This resolution shall be effective immediately of and from adoption.

PASSED AND APPROVED this the 23rd day of May, 2013.

[Signatures]

WEBB K. MELDER, Mayor

APPROVED AS TO FORM:  ATTEST:

MARCUS L. WINBERRY, City Attorney  MARLA J. PORTER, City Secretary
Exhibit “E”
Planned Fair Housing Activities
2013
City of Conroe

The City of Conroe, in an effort to promote Fair Housing in the City of Conroe, proposes the following activities in during Fair Housing Month, as well as, in the months of August and November. The City will implement a broad marketing program to educate all segments of Conroe’s population, of their right to Fair Housing through the newspaper. The Fair Housing Program will be marketed to citizens residing or renting in the City of Conroe, in many formats, including, but not limited to, the following means:

- A Council Resolution proclaiming a Fair Housing Month
- Postings promoting Fair Housing in Community Center, Library and/or Recreation Centers
- Displays with information at City Hall
- Education Session presented in Council to the Public
- Promotion on the City’s TV Channel
- Completion of a City Fair Housing Plan

The City will be working closely with many agencies to achieve our goal of furthering Fair Housing, by education and having resources available to anyone who may feel that they have been discriminated against. We will be working closely with the following collaborative agencies:

- Local non-profits assisting the area, Salvation Army, Montgomery County Food Bank
- Public Housing Authority
- United Way
- Community events
- CDBG Citizen Advisory Board
- City Council/Leadership Promotion

Citizens are encouraged to report, in writing, legitimate complaints regarding discriminatory practices to Fair Housing to any of the below persons:

Nancy S. Mikeska, Assistant Director Community Development, City of Conroe, P.O. Box 3066 Conroe, TX 77305

Paul Virgadamo, City Administrator, City of Conroe, P.O. Box 3066 Conroe, TX 77305

Sandra Warren, Director, U.S. Department of Housing and Urban Development, 1301 Fannin, Ste. 2200 Houston, TX 77002.

Renters:
Office of the Attorney General, Consumer Protection Division/010, P.O. Box 12548, Austin, Texas 78711-2548  Main # 512 463-2100  Local # 713 223-5886
City of Conroe
Fair Housing Policies

The following fair housing policies are intended to complement the City’s Fair Housing Activity Statement-Texas (FHAST) and to provide its citizens with fair and equal treatment under the fair housing laws.

Affirmatively Furthering Fair Housing through an Anti-NIMBYism Action Plan

NIMBY (Not In My Back Yard) attitudes are many times fostered by fear that property values and neighborhoods may deteriorate by the construction of affordable housing. The City recognizes that property owners should be able to protect their values and neighborhood social fabric but also recognizes the need for quality affordable housing. In the interest of fair and equal treatment for all of its citizens, the following plan will be used to assist developers and residents to come to reasonable agreement about quality affordable housing development. The City will:

- Work with local officials, editorial boards, religious and civic organizations and other community leaders to initiate education programs about affordable housing.
- Seek opportunities to present information to community organizations by requesting to be placed on their meeting agendas.
- Include visits to affordable housing units as part of an education program.
- Answer all questions about affordable housing.
- Talk with local neighborhood leaders, including elected representatives, and set up neighborhood meetings.
- Set up a liaison committee consisting of advocates, residents of affordable housing units, and neighborhood residents to discuss issues.
- Identify affordable housing target areas where the community supports development and where the City has worked with community groups. The City, with consensus from the community and through future City Council action, may potentially use its resources to assist the development of multi-family affordable housing.
Affirmatively Furthering Fair Housing through Infrastructure Planning and Development

- The City will consider limiting the concentration of infrastructure improvements like waste water treatment, solid waste disposal, or similar necessary but not desirable infrastructure projects in residential areas where there are concentrations of protected classes of the fair housing laws.
- The City, when working in low to moderate income areas to replace roads or other infrastructure, will consider making application for additional sources of funding to provide assistance to repair substandard housing associated with the project (i.e., TDHCA or HUD).
- Most infrastructure projects take into account items like curb cuts, sidewalks, hearing and visually impaired indicators at intersections. When approving federally and non-federally funded projects, similar special accessibility needs construction will be required for all infrastructure improvements.

Affirmatively Furthering Fair Housing through Development Regulations

- The City, when using CDBG Disaster Recovery funds, will offer an expedited permitting and review processes for affordable housing projects within high opportunity target zones.
- For affordable housing in the flood plain, the City will provide clear standards that allow for proper elevation, or relocation and that also allows for visit-ability/special needs considerations consistent with state and federal law.
- In accordance with Texas Government Code 2306.514 for federally funded housing construction, the City will consider: 1) establishing point incentives for affordable housing developers to create an increased set-aside of housing units for persons with disabilities or persons who are elderly, without violating the existing TDHCA Integrated Housing Rule; 2) providing point incentives for units in proximity to medical facilities for competitive programs using federal funds; and 3) requiring new housing built with federal funds to be built with structures that allow for accessible features, regardless of whether the original occupant needs the features, as called for by state law.

Affirmatively Furthering Fair Housing through Public Information

- The City will publish on its website its support for affirmatively furthering fair housing.
- The City has named a Fair Housing Administrator.
- The City will also publish on its website its contact person and a method for reporting noncompliance of fair housing laws to the Texas Department of Housing and Community Affairs (TDHCA) and to the U. S. Department of Housing and Urban Development (HUD).
PUBLIC NOTICE

The City of Conroe, Texas will hold a Public Hearing to disseminate information and provide education to the public about Fair Housing Laws. The City Council will also consider adopting Fair Housing Policies after the Public Hearing.

The Public Hearing will be held as follows:

Date: May 22, 2013
Time: 2:00 pm
Place: City Hall Council Chambers
       300 West Davis St.
       Conroe, TX 77301

Agenda:
1. A presentation regarding Fair Housing Laws.
2. Discussion and question/answers about Fair Housing Laws.
3. Amount of TXCDBG funds available

Persons with disabilities and non-English speaking persons that wish to attend this public hearing should contact Ms. Marla J. Porter, City Secretary, at (936) 522-3011 or Ms. Soco Gojon, Asst. City Secretary at (936) 522-3012, at least two days prior to the hearing, so that accommodations can be made for interpretive services or other assistance

If you are unable to attend, please mail your views and comments to:

Nancy S. Mikeksa, Asst. Director
City of Conroe
Community Development Dept.
P.O. Box 3066
Conroe, TX 77305

Publication Date: On or before May 17, 2013
PUBLIC NOTICE

The City of Conroe, Texas will hold a Public Hearing to disseminate information and provide education to the public about Fair Housing Laws. The City Council will also consider adopting Fair Housing Policies after the Public Hearing.

The Public Hearing will be held as follows:

Date: May 22, 2013
Time: 2:00 pm
Place: City Hall Council Chambers
300 West Davis St.
Conroe, TX 77301

Agenda:
1. A presentation regarding Fair Housing Laws.
2. Discussion and question/answers about Fair Housing Laws.
3. Amount of TXCDBG funds available

Persons with disabilities and non-English speaking persons that wish to attend this public hearing should contact Ms. Marla J. Porter, City Secretary, at (936) 522-3011 or Ms. Soco Gojon, Asst. City Secretary at (936) 522-3012, at least two days prior to the hearing, so that reasonable accommodations can be made for interpretive services or other assistance.

If you are unable to attend, please mail your views and comments to:

Nancy S. Mikeksa, Asst. Director
City of Conroe
Community Development Dept.
P.O. Box 3066
Conroe, TX 77305

Publication Date: On or before May 17, 2013
HOUSTON COMMUNITY NEWSPAPERS

AFFIDAVIT OF PUBLICATION

STATE OF TEXAS
COUNTY OF MONTGOMERY

Personally appeared before the undersigned, a Notary Public within and for said County and State. Jennifer Underferth, Representative for Jason Joseph, General Manager and Publisher of The Courier, a newspaper of general circulation in the County of Montgomery, State of Texas. Who being duly sworn, states under oath that the report of Legal Notices, a true copy of which is hereto annexed was published in said newspaper in its issue(s) of the

16th day of May, 2013

___________ day of ___________________, 2013

___________ day of ___________________, 2013

___________ day of ___________________, 2013

___________ day of ___________________, 2013

___________ day of ___________________, 2013

___________ day of ___________________, 2013

___________ day of ___________________, 2013

Publisher's Representative

Sworn to and subscribed before me this 16th day of May, 2013

Susan Mc

Notary Public

My commission expires on (stamp)
CERTIFICATE FOR RESOLUTION

I.

On the 23rd day of May, 2013, the City Council of the City of Conroe, Texas, consisting of the following qualified members, to-wit: Webb Melder, Mayor; Guy Martin, Mayor Pro Tem; Council Members Jim Gentry, Gil Snider, Marsha Porter, and Seth Gibson did convene in public session in the Council Chamber of the City Hall at 300 West Davis in Conroe, Texas. The roll being first called, a quorum was established, all members being present except . The Meeting was open to the public and public notice of the time, place and purpose of the Meeting was given, all as required by Chapter 551, Texas Government Code.

II.

WHEREUPON, AMONG OTHER BUSINESS transacted, the Council considered adoption of the following written Resolution, to-wit:

RESOLUTION NO. 4079-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CONROE, TEXAS, APPROVING ITS FAIR HOUSING POLICIES WITH REGARD TO THE FAIR HOUSING ACTIVITY STATEMENT—TEXAS (FHAST) AND THE CDBG PROGRAM.

III.

Upon motion of Council Member Porter, seconded by Council Member Snider, all members present voted for adoption of the Resolution, except the following: No one voted against and no one abstained. A majority of those Council Members present having voted for adoption, the presiding officer declared the Resolution passed and adopted.

IV.

A true, full and correct copy of the Resolution adopted at the Meeting is attached to and follows this Certificate.

SIGNED AND SEALED this 23rd day of May, 2013.

MARLA J. PORTER, City Secretary
RESOLUTION NO. 4079-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CONROE, TEXAS, APPROVING ITS FAIR HOUSING POLICIES WITH REGARD TO THE FAIR HOUSING ACTIVITY STATEMENT—TEXAS (FHAST) AND CDBG PROGRAM.

* * * * * * * * *

WHEREAS, the City Council of the City of Conroe desires to develop a viable urban community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low/moderate income; and

WHEREAS, the City Council supports and affirmatively furthers fair housing; and

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

1. That the City’s Fair Housing Policies with regard to its Fair Housing Activity Statement—Texas (FHAST) and the CDBG Program is hereby approved by the City Council.

2. That the City Council directs and designates the Mayor as the City’s Chief Executive Officer and Authorized Representative to act in all matters in connection with these Policies.

This resolution shall be effective immediately of and from adoption.

PASSED AND APPROVED this the 23rd day of May, 2013.

WEBB K. MELDER, Mayor

APPROVED AS TO FORM:

MARCUS L. WINBERRY, City Attorney

ATTEST:

MARLA J. PORTER, City Secretary