

Memorandum



CITY OF DALLAS

DATE May 11, 2017

TO Honorable Mayor and Members of the City Council

SUBJECT May 17, 2017 Council Briefing
City Manager's Proposed FY 2017-18 HUD Consolidated Plan Budget

On Wednesday, May 17, 2017, the Office of Financial Services will brief City Council on the City Manager's Proposed FY 2017-18 HUD Consolidated Plan Budget. Briefing materials are attached for your review.

Council members are invited to submit proposed amendments to the Office of Financial Services by May 25, 2017. You will have the opportunity to discuss potential amendments to the Consolidated Plan Budget during the June 7 briefing meeting.

Please let me know if you have any questions or need additional information.

A handwritten signature in blue ink that reads "M. Elizabeth Reich".

M. Elizabeth Reich
Chief Financial Officer

c: T.C. Broadnax, City Manager
Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Rosa A. Rios, City Secretary
Daniel F. Solis, Administrative Judge
Kimberly Bizzor Tolbert, Chief of Staff to the City Manager
Majed A. Al-Ghafry, Assistant City Manager
Raquel Favela, Chief of Economic Development & Neighborhood Services

Jo M. (Jody) Puckett, P.E., Assistant City Manager (Interim)
Eric D. Campbell, Assistant City Manager
Jill A. Jordan, P.E., Assistant City Manager
Joey Zapata, Assistant City Manager
Cheritta Johnson, Chief of Community Services (Interim)
Theresa O' Donnell, Chief of Resilience
Directors and Assistant Directors

City Manager's Proposed FY 2017-18 HUD Consolidated Plan Budget

**City Council Briefing
May 17, 2017**

**Elizabeth Reich
Chief Financial Officer**

**Chan Williams, Assistant Director
Office of Financial Services**



Purpose

- Recap Consolidated Plan services provided during FY 2015-16
- Present City Manager's Proposed FY 2017-18 HUD Consolidated Plan Budget
- Review recommendations from Community Development Commission
- Discuss next steps
- Respond to comments and questions

Background

- Consolidated Plan program consists of 4 grants received annually from the U.S. Department of Housing and Urban Development (HUD)
 - Community Development Block Grant (CDBG)
 - HOME Investment Partnerships Program (HOME)
 - Emergency Solutions Grant (ESG)
 - Housing Opportunities for Persons with AIDS (HOPWA)



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FY 2015-16 Consolidated Plan Programs

- Community Development Block Grant (CDBG)
 - Develops viable urban communities by providing decent housing and a suitable living environment, and by expansion of economic opportunities
 - 3,030 youth served through Afterschool and Child Care Programs
 - 11,714 Seniors served through the City's Office of Senior Affairs and Senior Services Program
 - 2,363 residents received services, including case management and rehabilitation services through the Community Courts
 - 500+ households assisted with repairs and new homeownership

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FY 2015-16 Consolidated Plan Programs - continued

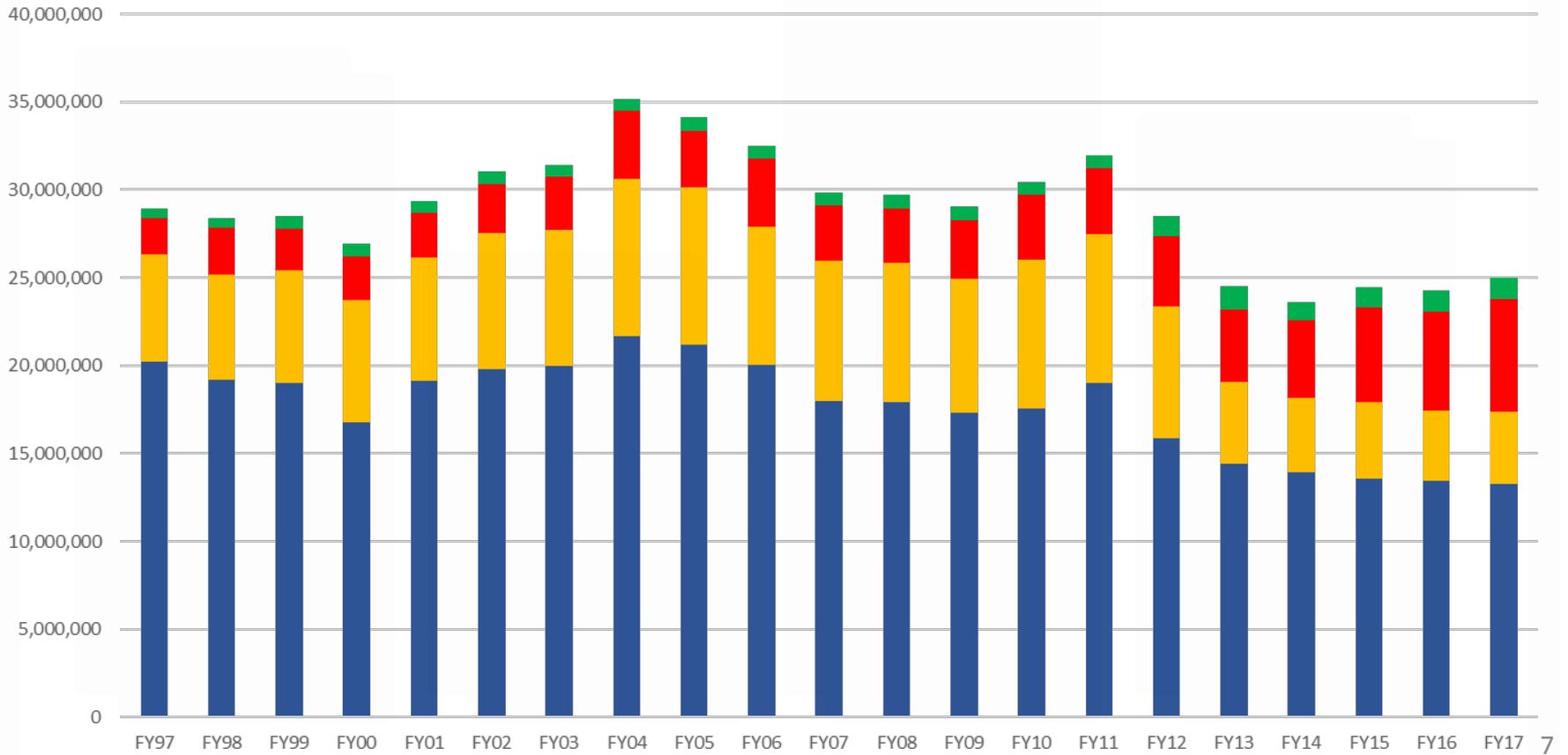
- HOME Investment Partnerships (HOME)
 - Provides, develops, supports, produces, and expands the supply of decent and affordable housing
 - Ensures fair housing opportunities to citizens of Dallas regardless of race, color, religion, national origin, disability, familial status or sexual orientation
 - 125+ housing units created and/or rehabilitated
 - 201 new first-time homebuyers

FY 2015-16 Consolidated Plan Programs - continued

- Emergency Solutions Grant (ESG)
 - Prevents homelessness and assists those already homeless
 - 3,879 individuals and families served
- Housing Opportunities for Persons with AIDS (HOPWA)
 - Provides housing and/or supportive services to individuals with AIDS, persons who are HIV positive, and their families
 - 851 Individuals and families served

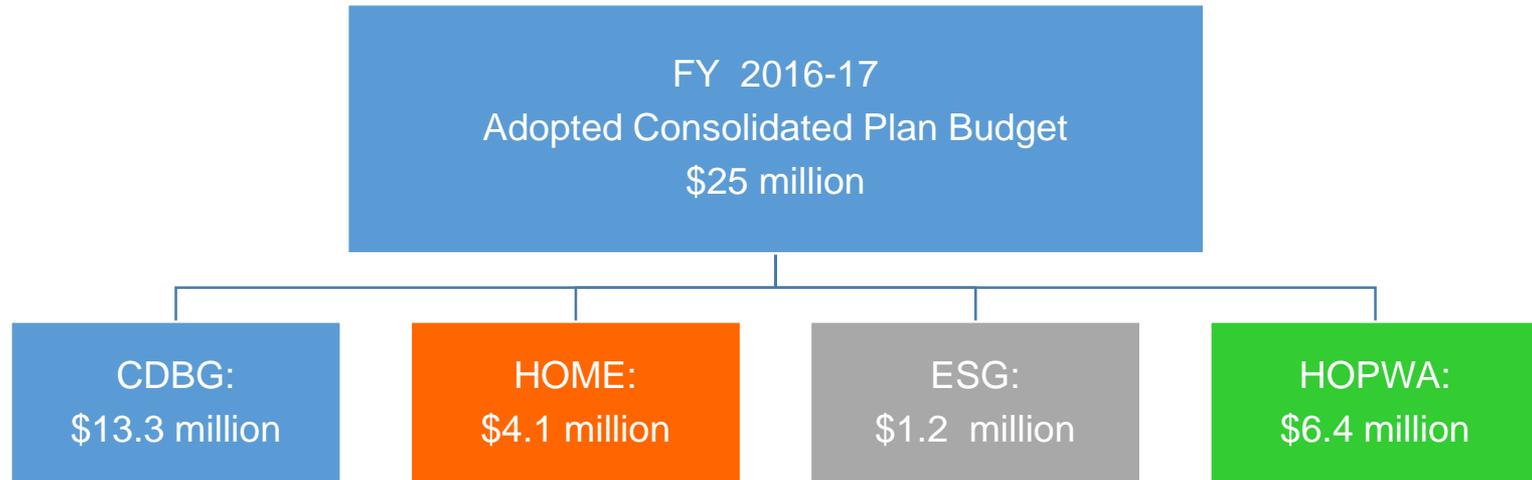
Funding History

■ CDBG ■ HOME ■ HOPWA ■ ESG

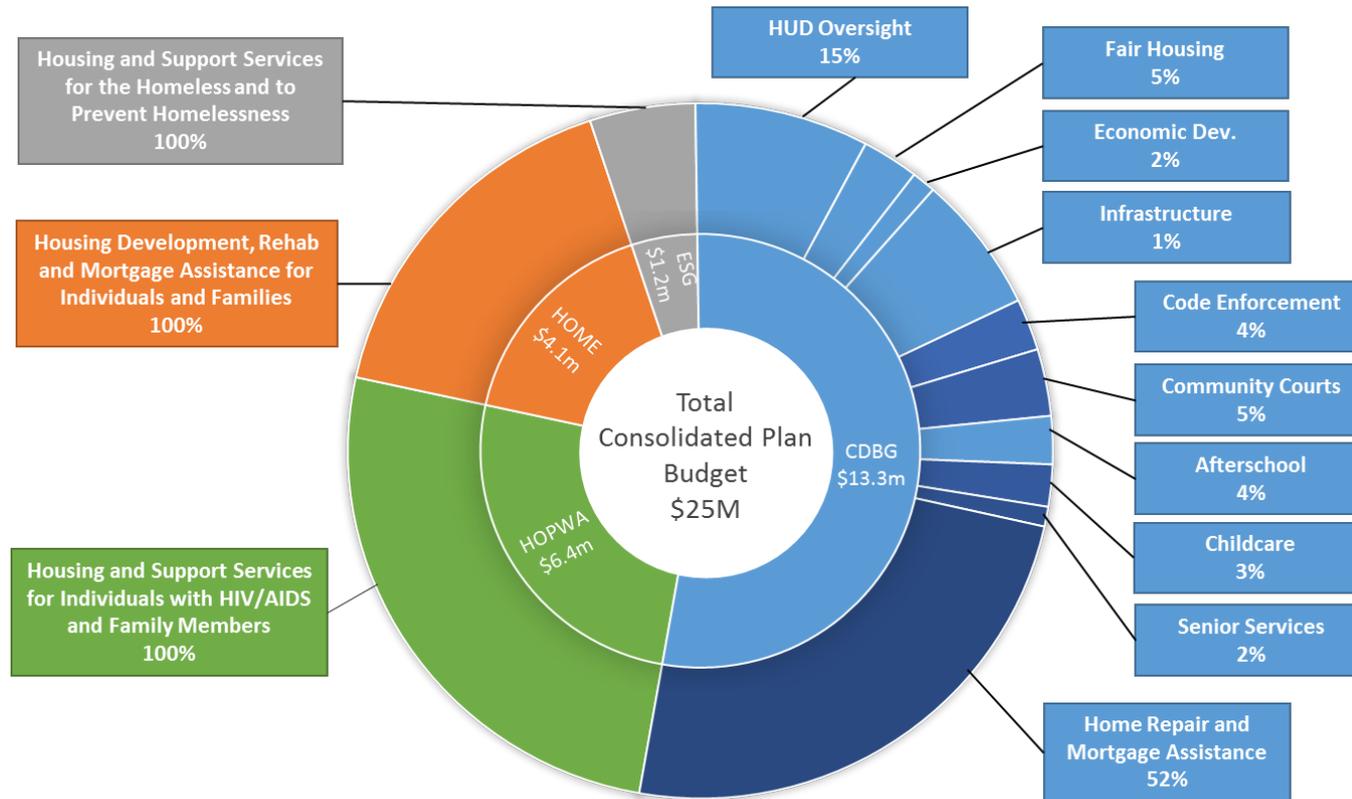


FY 2016-17 Consolidated Plan Funds

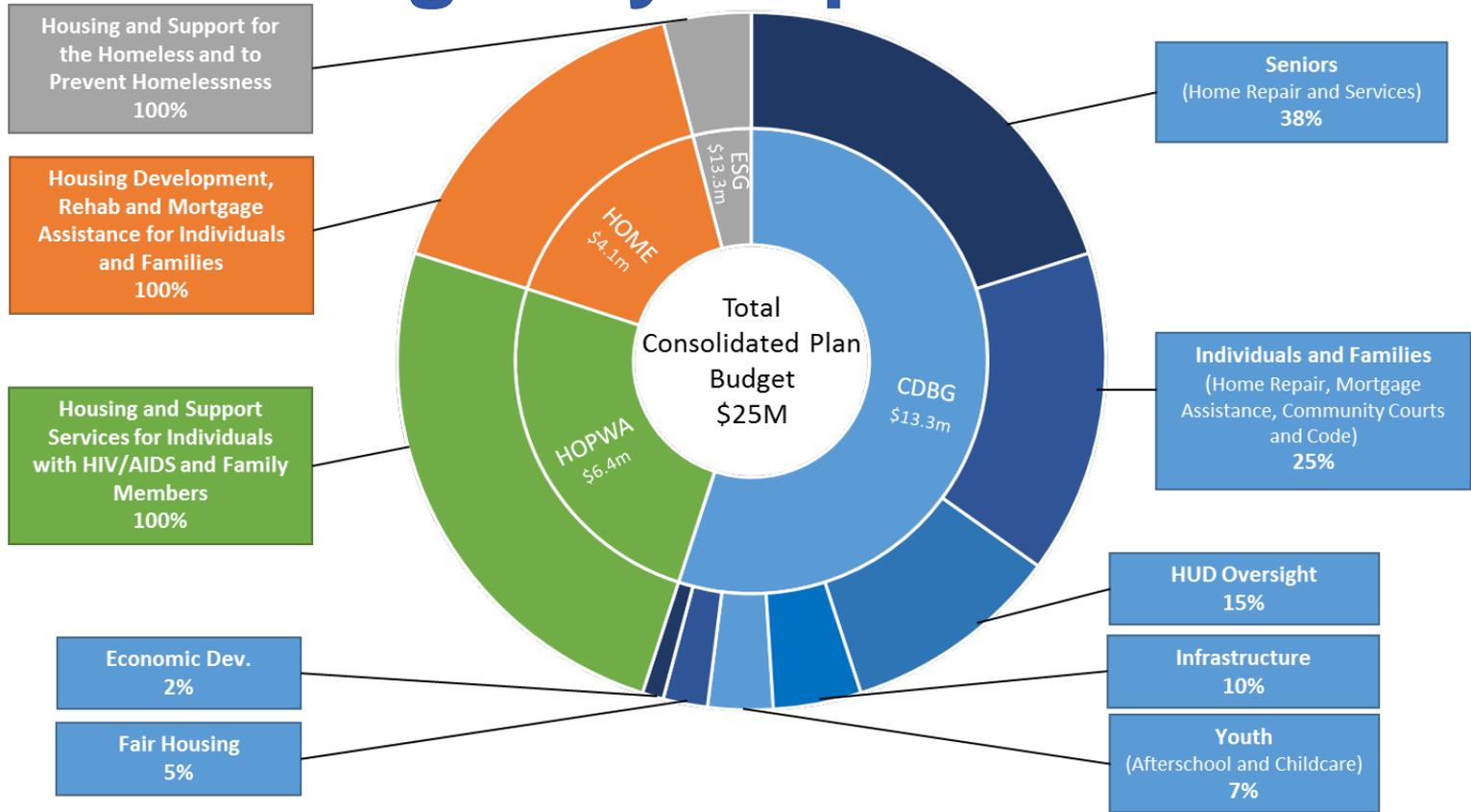
- Approximately \$25m received from HUD for FY 2016-17 Consolidated Plan Budget



FY 2016-17 Consolidated Plan Budget by Service



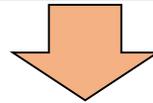
FY 2016-17 Consolidated Plan Budget by Population



Current Consolidated Plan

5-year Consolidated Plan

(Submitted to HUD August 2013)



Annual Action Plans

(Application/budget submitted to HUD to receive annual grant funds)

Year 1

FY 2013-14

(submitted
Aug 2013)

Year 2

FY 2014-15

(submitted
Aug 2014)

Year 3

FY 2015-16

(submitted
Aug 2015)

Year 4

FY 2016-17

(submitted
Aug 2016)

Year 5

FY 2017-18

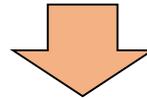
(due to HUD
Aug 2017)

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Upcoming Consolidated Plan

5-year Consolidated Plan

(Due to HUD August 2018)



Annual Action Plans

(Application/budget submitted to HUD to receive annual grant funds)

Year 1

FY 2018-19

(due to HUD
Aug 2018)

Year 2

FY 2019-20

(due to HUD
Aug 2019)

Year 3

FY 2020-21

(due to HUD
Aug 2020)

Year 4

FY 2021-22

(due to HUD
Aug 2021)

Year 5

FY 2022-23

(due to HUD
Aug 2022)

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Consolidated Plan Funds for FY 2017-18

- City has not received notice of final formula grant allocation amounts for FY 2017-18
 - For budget development purposes, staff assumes same level as received in FY 2016-17 for CDBG, ESG, and HOME entitlement grants
 - FY 2016-17 included one-time bonus funding which was reduced from HOPWA entitlement grant for FY 2017-18 planning
- In order to meet statutory deadline requirements, development of City's FY 2017-18 Consolidated Plan Budget had to begin using only preliminary estimates and could not wait for notification of actual grant amounts

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CDC Detailed Review, Fall 2016

- To assess whether existing priorities and fund usage is optimized
- Held multiple meetings August through November 2016
- Reviewed existing concepts, City partners, and HUD compliance/criteria
- Hosted monthly reports and training
- Performed a bus tour of several projects including The Bottom, The Education Corridor, and West Dallas Multipurpose Center
- Submitted recommendations with the January 18th Council briefing materials (see Appendix B)

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Citizen Input for FY 2017-18 Budget

- 1 citizen input meeting at City Hall with the CDC
- 4 neighborhood meetings
- 3 community meetings with stakeholders
- 508 written comments received
 - During meetings
 - Online
 - Hand delivered
 - Via U.S. Mail

Date	Time	Location
Thursday January 5	7:00 pm – 9:00 pm	Dallas City Hall 1500 Marilla St, L1FN Auditorium
Tuesday January 10	10:00 am – 12:00 pm	MLK Jr. Community Center 2922 Martin Luther King Blvd
Tuesday January 10	6:00 pm – 8:00 pm	Jaycee Zaragoza Rec. Center 3114 Clymer Street
Wednesday January 11	9:00 am – 11:00 am	Dallas County Health & Human Services (Ryan White Planning Council Meeting – HOPWA) 2377 N. Stemmons Freeway
Wednesday January 11	6:00 pm – 8:00 pm	Timberglen Rec. Center 3810 Timberglen Road
Thursday January 12	10:00 am – 12:00 pm	Tommie Allen Rec. Center 7071 Bonnie View Road
Thursday January 19	6:00 pm – 8:00 pm	Paul Quinn College 3837 Simpson Stuart Road
Tuesday January 24	9:00 am – 10:30 am	United Way (Continuum of Care Meeting – ESG) 1800 N. Lamar Street

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Budget Considerations

- Consistent with Five-Year Consolidated Plan that covers FY 2013-14 through FY 2017-18
- Increased service level needs
- Reductions required in CDBG capped categories to meet HUD guidelines due to reduction in grant allocation and program income
 - CDBG Public Services 15%
 - CDBG Program Oversight 20%

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Budget Considerations - continued

- Adhere to HUD and City's timely expenditure policy
- Continue to meet HUD monitoring and reporting requirements
- Ensure housing programs affirmatively further fair housing

FY 2017-18 Proposed Budget

Source of Funds (Entitlement)	FY 2016-17 Budget	FY 2017-18 Proposed	Variance
CDBG (grant)	\$13,258,321	\$13,258,321	\$ 0
HOME (grant)	4,135,931	4,135,931	0
ESG (grant)	1,211,466	1,211,466	0
HOPWA (grant)*	6,409,124	5,766,000	(643,124)
Sub-Total HUD Grant Funds	\$25,014,842	\$24,371,718	(\$643,124)

* NOTE: FY 2016-17 one-time funding amount (\$643,124) reduced in FY 2017-18.

Additional Funds for FY 2017-18

Source of Funds (Non-Entitlement)	FY 2016-17 Budget	FY 2017-18 Proposed	Variance
CDBG Program Income – Housing Activities	\$ 400,000	\$ 500,000	\$100,000
CDBG Program Income – Retained by Sub-Recipient (PeopleFund)	275,000	165,000	(110,000)
CDBG Reprogramming*	2,477,929	0	(2,477,929)
HOME Program Income (Housing)	1,000,000	1,500,000	500,000
Sub-Total Non-Entitlement Funds	\$4,152,929	\$2,165,000	(\$1,987,929)
Grand Total All Sources	\$29,167,771	\$26,536,718	(\$2,631,053)

*Note: \$1.4m CDBG Reprogramming Funds approved on April 12, 2017 and added in FY17 to expedite services rather than waiting until FY18.

Use of Funds

Use of Funds	FY 2016-17 Budget	FY 2017-18 Proposed	Variance
Public Services (CDBG)	\$ 2,056,087	\$ 2,047,909	(\$8,178)
Housing Activities (CDBG)	9,826,912	7,058,748	(2,768,164)
Economic Development (CDBG Revolving Loan Program)	275,000	165,000	(110,000)
Facilities and Improvements (CDBG)	1,601,587	2,000,000	398,413
Fair Housing and Program Oversight (CDBG)	2,651,664	2,651,664	0
HOME Activities	5,135,931	5,635,931	500,000
ESG Activities	1,211,466	1,211,466	0
HOPWA Activities	6,409,124	5,766,000	(\$643,124)
Total	\$29,167,771	\$26,536,718	(\$2,631,053)

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CDBG - Public Services Highlights & Changes

- HUD regulations limit funding for Public Services to 15% of entitlement and program income
 - \$8,178 reduction required in Public Services category due to reduction in program income
- No new programs proposed
- Increase funding to cover full year operating costs for After-School/Summer Program and Community Courts
- Level funding for the Child Care Services and Seniors Services
- Eliminate funding for Training and Employment for Adults with Disabilities not to exceed 15% Public Services cap

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CDBG - Housing Highlights & Changes

- Program services and staff consolidated to maximize resources
 - Housing Assistance Support
 - Housing Development Support
 - Major Systems Repair Program
 - People Helping People Program
- Name change from Mortgage Assistance Program to Dallas Homebuyer Assistance Program
 - No change in program services
 - Prior year funds available for services in FY 2017-18
- Eliminate Housing Services Program

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CDBG - Economic Development Highlights & Changes

- Continue use of revolving loan funds (reduced program income of \$165,000 for Business Loan Program
 - Accounts Receivable has continued to decrease as booked loans have been repaid

CDBG - Public Improvements Highlights & Changes

- Increased funding recommended for Public Facilities and Improvements
 - Funds may be used for all eligible projects throughout the city

CDBG - Fair Housing and Program Oversight Highlights & Changes

- HUD regulations limit funding for Fair Housing, Planning and Program Oversight activities to 20% of entitlement
 - Funds budgeted to maximum amount allowed to cover full year operating costs
 - Fair Housing (represents approximately 5% of the capped category)
 - Program oversight, citizen participation, community engagement, and reporting
 - Administration and management of housing programs

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HOME

Highlights & Changes

- Funding for Community Housing Development Organizations (CHDOs) as required to meet HUD regulations
 - CHDO Development Assistance above 15% minimum
 - CHDO Operating Assistance below 5% maximum
- Funded programs provide for quality affordable housing and homeownership opportunities
- No new programs
- Increase direct HOME Program Administration funding to reimburse eligible operating costs

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HOME

Highlights & Changes - continued

- Name change from Mortgage Assistance Program to Dallas Homebuyer Assistance Program
 - No change in program services
 - Prior year funds available for services in FY 2017-18
- Increase funding for Housing Development Loan Program
 - Additional program income due to significant HOME loan repayments

ESG

Highlights & Changes

- Continue funding for existing emergency shelter and homelessness prevention activities, rapid re-housing, to help people quickly regain stability in permanent housing, and program administration
- Funding allocations consistent with CoC established priorities and as recommended at February 21, 2017 monthly CoC meeting

ESG Highlights & Changes - continued

Eligible Activities	Eligible Clients	
	Those who are Homeless	Those who are at-risk of Homelessness
1. Street Outreach*	X	
2. Emergency Shelter*	X	
3. Homelessness Prevention		X
4. Rapid Re-Housing	X	
5. Homeless Management Information System (HMIS)	X	X
6. Administration (7.5% of grant)	N/A	N/A

* Note: Combined total of Activities 1 and 2 can not exceed 60% of total grant allocation

HOPWA

Highlights & Changes

- Funding allocations made consistent with proprieties established by the Ryan White Planning Council of the Dallas Area (RWPC) and with needs identified in the RWPC 2013 Comprehensive HIV Needs Assessment
- One-time funding eliminated

CDC Recommendation

- On April 6, the City Manager's Proposed FY 2017-18 HUD Consolidated Plan budget was presented to the CDC
- CDC held numerous committee meetings in April and concurred with the City Manager's proposed budget and recommended no changes on May 4
 - Memo from the CDC regarding their review is provided in Appendix B

Next Steps

- May 24 - Preliminary adoption of FY 2017-18 HUD Consolidated Plan Budget and call a public hearing
- May 25 - Begin 30 day public review
- May 25 - Council amendments due
- June 7 - Discuss proposed Council amendments and conduct straw votes on FY 2017-18 HUD Consolidated Plan Budget
- June 14 - Hold Public Hearing before the City Council
- June 28 - Final adoption of the FY 2017-18 HUD Consolidated Plan Budget
- August 15 - Submit FY 2017-18 Action Plan to HUD
- October 1 - Implement Plan

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City Manager's Proposed FY 2017-18 HUD Consolidated Plan Budget

**City Council Briefing
May 17, 2017**

**Elizabeth Reich
Chief Financial Officer**

**Chan Williams, Assistant Director
Office of Financial Services**



Appendix A

- City Manager's Proposed FY 2017-18 HUD Consolidated Plan Budget
 - *Line-by-line budget detail*

**FY 2017-18 CONSOLIDATED PLAN BUDGET FOR
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

A	B	C	D
Project Name	FY 2016-17 Amended Budget	FY 2017-18 CM / CDC Recommended Budget	Additional Resources
<u>SOURCE OF FUNDS</u>			
Community Development Block Grant			
Entitlement (grant)	13,258,321	13,258,321	
Program Income - Housing Activities	400,000	500,000	
Program Income - Sub-Recipient Retained Program Income	275,000	165,000	
Reprogramming *	2,477,929	0	
	<hr/> 16,411,250	<hr/> 13,923,321	0
Home Investment Partnership			
Entitlement (grant)	4,135,931	4,135,931	
Program Income Housing Activities	1,000,000	1,500,000	
	<hr/> 5,135,931	<hr/> 5,635,931	0
Emergency Solutions Grant			
Entitlement (grant)	1,211,466	1,211,466	0
Housing Opportunities for Persons with AIDS			
Entitlement (grant)	6,409,124	5,766,000	
TOTAL SOURCE OF FUNDS	<hr/> 29,167,771	<hr/> 26,536,718	0

*Note: \$1.4m CDBG Reprogramming Funds approved on April 12, 2017 and added in FY17 to expedite services rather than waiting until FY18.

USE OF FUNDS

Community Development Block Grant			
Public Services (15% of CDBG maximum allowed)	2,056,087	2,047,909	3,154,213
Housing Activities	9,826,912	7,058,748	1,560,604
Economic Development Activities	275,000	165,000	1,000,000
Public Improvements	1,601,587	2,000,000	0
Fair Housing and Program Oversight (20% of CDBG maximum allowed)	2,651,664	2,651,664	2,192,843
	<hr/> 16,411,250	<hr/> 13,923,321	<hr/> 7,907,660
HOME Investment Partnerships Program			
HOME Programs	5,135,931	5,635,931	3,248,613
Emergency Solutions Grant			
ESG Programs	1,211,466	1,211,466	15,625,257
Housing Opportunities for Persons with AIDS			
HOPWA Programs	6,409,124	5,766,000	0
TOTAL USE OF FUNDS	<hr/> 29,167,771	<hr/> 26,536,718	<hr/> 26,781,530

**FY 2017-18 CONSOLIDATED PLAN BUDGET FOR
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

A	B	C	D
Project Name	FY 2016-17 Amended Budget	FY 2017-18 CM / CDC Recommended Budget	Additional Resources
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)			
<u>CDBG - Public Services</u>			
CD01 After-School/Summer Program - Provide after school and summer programs for low income youth Monday thru Friday through structured recreational, cultural, social and life skills activities. 24 CDBG funded sites. FY 2017-18: estimated 2,700 children to be served. Additional resources: General Fund Youth Programs in PKR and Library	559,112	563,515	994,805
CD02 Child Care Services Program - Funds are used to provide child care subsidies for low and moderate income working parents and teenage parents who are attending school and do not qualify for any other form of public assistance. Funds may also be used to provide child care subsidies for daycare for special needs children, children who are homeless, and children with disabilities. FY 2017-18: estimated 175 children to be served.	488,826	488,826	0
Youth Programs Sub-Total	1,047,938	1,052,341	994,805
CD03 Senior Services Program - Enhance the quality of life for older adults by disseminating support services information and providing direct and emergency support services. FY 2017-18: estimated 2,500 individuals to be served. Additional resources: General Fund	230,143	230,143	733,867
Senior Services Sub-Total	230,143	230,143	733,867
CD04 Community Court Program - Through the community court, offenses to persons and code violations of property are swiftly adjudicated and restitution made by defendants who plead guilty or no contest. FY 2017-18: estimated 2,300 clients to be served. Additional resources: General Fund/Federal Grants	753,006	765,425	1,425,541
• South Dallas / Fair Park Community Court	299,445	318,738	0
• South Oak Cliff Community Court	233,032	228,370	0
• West Dallas Community Court	220,529	218,317	0
CD05 Training and Employment for Adults with Disabilities - Provide development of life skills, vocational training and job placement for adults with disabilities.	25,000	0	0
Other Public Services (Non-Youth) Sub-Total	778,006	765,425	1,425,541
Total CDBG - Public Services	2,056,087	2,047,909	3,154,213
CDBG - Public Services 15% Cap	2,056,087	2,047,909	
Under/(Over) Cap	(0)	(0)	
CDBG - Public Services Cap Percentage	15.0%	15.0%	

**FY 2017-18 CONSOLIDATED PLAN BUDGET FOR
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

A	B	C	D
Project Name	FY 2016-17 Amended Budget	FY 2017-18 CM / CDC Recommended Budget	Additional Resources
<u>CDBG - Housing Activities</u>			
CD06 Housing Development Support - Provide service delivery staff whose activities include determining and approving client eligibility, loan processing, and working with lenders and counseling agencies on behalf of clients.	1,152,459	0	0
CD07 Dallas Homebuyer Assistance Program - Provide no interest, deferred payment loans for down-payment, principal reduction and closing cost assistance. FY 2017-18: estimated 52 households to be served. (Formerly titled Mortgage Assistance Program)	1,165,856	859,663	0
CD08 Housing Services Program - Provide CDBG funds to CHDOs for cost in support of HOME-funded activities, such as housing counseling, loan processing, and other services related to assisting potential homebuyers participating or seeking to participate in HOME funded projects.	50,000	0	0
Homeownership Opportunities Sub-Total	2,368,315	859,663	0
CD09 Healthy Homes Repair Program - Provide home repair program that includes a comprehensive process to assess housing conditions and complete needed repairs. FY 2017-18: estimated 177 households to be served. Additional resources: General Fund (Formerly two programs: Major Systems Repair and People Helping People)	4,398,783	4,427,741	1,560,604
CD10 Support for Healthy Homes Repair Program - Provide direct service delivery staff to implement the Healthy Homes Repair Program. (Formerly two programs: Housing Assistance Support and staff for People Helping People)	2,458,981	1,771,344	0
Homeowner Repair Sub-Total	6,857,764	6,199,085	1,560,604
CD11 Neighborhood Investment Program - Code Compliance - Provide enhanced code enforcement activities in targeted neighborhood areas.	600,833	0	0
Other Housing/Neighborhood Revitalization Sub-Total	600,833	0	0
Total CDBG - Housing Activities	9,826,912	7,058,748	1,560,604
<u>CDBG - Economic Development</u>			
CD12 Business Loan Program (Program Income) - Subrecipient retains program income generated from revolving business loan program to provide additional loans. Additional resources: Public/Private Partnership	275,000	165,000	1,000,000
Total CDBG - Economic Development	275,000	165,000	1,000,000

**FY 2017-18 CONSOLIDATED PLAN BUDGET FOR
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

A	B	C	D
Project Name	FY 2016-17 Amended Budget	FY 2017-18 CM / CDC Recommended Budget	Additional Resources
<u>CDBG - Public Improvements</u>			
CD13 Public Facilities and Improvements - Provide improvements to public facilities and infrastructure within eligible areas.	1,601,587	2,000,000	0
Total CDBG - Public Improvement	1,601,587	2,000,000	0
<u>CDBG - Fair Housing and Planning & Program Oversight</u>			
CD14 Fair Housing Enforcement - Provide housing discrimination investigations, fair housing education and outreach, and citizen referrals. Additional Resources: FHAP and General Fund	652,085	721,345	748,301
CD15 Citizen Participation/CDC Support/HUD Oversight - Office of Financial Services/Community Development Division. Provide coordination of ConPlan budget development, citizen participation, and reporting to HUD as primary City liaison. Additional Resources: General Fund	721,050	751,819	676,172
CD16 Housing Management Support - Provide funding for Housing management staff support for housing programs. Additional Resources: General Fund	1,278,529	1,178,500	768,370
Total CDBG - Fair Housing and Planning & Program Oversight	2,651,664	2,651,664	2,192,843
CDBG - FH/PLN/Program Oversight 20% Cap	2,651,664	2,651,664	0
Under/(Over) Cap	0	0	(2,192,843)
CDBG - FH/PLN/Program Oversight Cap Percentage	20%	20%	17%
TOTAL COMMUNITY DEVELOPMENT BLOCK GRANT	16,411,250	13,923,321	7,907,660
<u>HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME)</u>			
HM01 CHDO Development Loan Program - Provide development and pre-development loans to City-certified CHDOs developing affordable housing for low income households. (15% minimum) FY 2017-18: estimated 15 homes funded.	1,000,000	700,000	0
HM02 CHDO Operating Assistance - Provide operational support to assist with the development and management of CHDO projects. (5% maximum) FY 2017-18: estimated 4-5 organizations to be served.	175,000	125,000	0
HM03 HOME Program Administration - Provide funding to reimburse eligible operating costs for Housing Department Staff. (10% maximum)	511,385	563,232	0

**FY 2017-18 CONSOLIDATED PLAN BUDGET FOR
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

A	B	C	D
Project Name	FY 2016-17 Amended Budget	FY 2017-18 CM / CDC Recommended Budget	Additional Resources
HM04 Dallas Homebuyer Assistance Program - Provide no interest, deferred payment loans for down-payment, principal reduction and closing cost assistance. FY 2017-18: estimated 40 households to be served. (Formerly titled Mortgage Assistance Program)	957,158	642,129	0
HM05 Housing Development Loan Program - Provide private and non-profit organizations with loans for the development of housing, including but not limited to pre-development costs, development costs, construction subsidies, demolition costs, acquisition costs, related acquisition costs, rental rehabilitation. FY 2017-18: estimated 70 homes funded. Additional Resources: Bonds and General Fund	2,492,388	3,605,570	3,248,613
Home Ownership Opportunities Sub-Total	5,135,931	5,635,931	3,248,613
TOTAL HOME INVESTMENT PARTNERSHIP PROGRAM	5,135,931	5,635,931	3,248,613
<u>EMERGENCY SOLUTIONS GRANT (ESG)</u>			
ES01 Contracts - Essential Services - Provide direct services to the homeless that include child care for domestic violence victims, transitional housing programs, and legal services to assist homeless persons with obtaining Federal, State, and local assistance. Additional Resources: General Fund and State	57,737	57,737	2,800,000
ES02 Contracts - Operations - Provide payment of operational costs for shelters or transitional housing facilities for homeless persons via contracts with non-profit agencies.	92,430	382,065	0
ES03 Homeless Assistance Center - Essential Services - Provide case management services in using the local coordinated assessment system and assisting clients in obtaining Federal, State and local assistance. FY 2017-18: estimated 350 clients to be served.	148,005	148,005	0
ES04 Homeless Assistance Center - Operations - Provide payment of utilities and other operating costs for the Homeless Assistance Center. Additional resources: General Fund (\$3.8m), Dallas County (\$1.1m), TDHCA (\$811k).	378,279	0	5,701,814
ES05 Street Outreach - Provide case management and referral services to unsheltered homeless in using the local coordinated assessment system and assisting clients in obtaining Federal, State, and local assistance. FY 2017-18: estimated 125 clients to be served. Additional resources: General Fund.	50,428	69,072	1,000,000
Essential Services/Operations Sub-Total	726,879	656,879	9,501,814

**FY 2017-18 CONSOLIDATED PLAN BUDGET FOR
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

A	B	C	D
Project Name	FY 2016-17 Amended Budget	FY 2017-18 CM / CDC Recommended Budget	Additional Resources
ES06 Homeless Prevention - Financial Assistance/Rent (MLK) - Provide short-term (3 months) and medium-term (4 - 24 months) of rental assistance; rental arrears up to six months; utilities assistance; moving costs, etc. to persons at-risk of homelessness and meet income limits below 30% of the area median income. FY 2017-18: estimated 75 clients to be served. Additional resources: Private Grants.	30,700	35,000	377,500
ES07 Homeless Prevention - Financial Assistance/Rent (WDMC) - Provide short-term (3 months) and medium-term (4 - 24 months) of rental assistance; rental arrears up to six months; utilities assistance; moving costs, etc. to persons at-risk of homelessness and meet income limits below 30% of the area median income. FY 2017-18: estimated 75 clients to be served. Additional resources: Private Grants.	30,700	35,000	377,500
Homeless Prevention Sub-Total	61,400	70,000	755,000
ES08 Rapid Re-Housing - Provide rental assistance and housing relocation and stabilization services to move homeless people quickly to permanent housing. Additional Resources: Continuum of Care and General Fund (Formerly two programs: Rapid Re-Housing - Financial Assistance/Rent and Rapid Re-Housing - Housing Relocation & Stabilization)	292,452	348,852	5,368,443
Rapid Re-Housing Sub-Total	292,452	348,852	5,368,443
ES09 HMIS Data Collection - Provide client-level data collection for persons served by the grant, as well as training, generating reports, monitoring and reviewing data quality.	40,000	45,000	0
HMIS Data Collection Sub-Total	40,000	45,000	0
ES10 ESG Administration - Provide monitoring and evaluation of contracts and other program activities.	90,735	90,735	0
Program Administration Sub-Total	90,735	90,735	0
TOTAL EMERGENCY SOLUTIONS GRANT	1,211,466	1,211,466	15,625,257
<u>HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS (HOPWA)</u>			
HW01 Emergency/Tenant Based Rental Assistance/Financial Assistance - Provide emergency assistance and long-term rental assistance to persons with HIV/AIDS and their families who live in the Dallas eligible metropolitan area. FY 2017-18: estimated 670 clients to be served.	2,430,204	2,600,000	0

**FY 2017-18 CONSOLIDATED PLAN BUDGET FOR
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

A	B	C	D
Project Name	FY 2016-17 Amended Budget	FY 2017-18 CM / CDC Recommended Budget	Additional Resources
HW02 Emergency/Tenant Based Rental Assistance/Housing Services - Provide staff and related costs for short-term rent/mortgage/utility assistance and long-term rental assistance to persons with HIV/AIDS and their families who live in the Dallas eligible metropolitan area. FY 2017-18: estimated 670 clients to be served.	557,000	577,000	0
HW03 Housing Facilities Operation - Provide housing operation costs, including lease, maintenance, utilities, insurance and furnishings for facilities that provide assistance to persons with HIV/AIDS and their families who live in the Dallas eligible metropolitan area. FY 2017-18: estimated 215 clients to be served.	876,000	753,615	0
HW04 Supportive Services - Provide supportive services, information and referral, permanent housing placement assistance, and outreach in conjunction with housing assistance to persons with HIV/AIDS and their families who live in the Dallas eligible metropolitan area, including hospice/respite care for affected children. FY 2017-18: estimated 280 clients to be served.	1,355,170	1,238,313	0
HW05 Housing Facilities Rehab/Repair/Acquisition - Provide rehabilitation/repair or acquisition funds for facilities that provide housing to persons with HIV/AIDS and their families who live in the metropolitan area.	500,000	0	0
HW06 Housing Information/Resource Identification - Provide Housing navigation services consisting of a housing resource center with direct one-on-one housing referral assistance and online searchable housing database and web resources, as well as HMIS client level data collection for persons with HIV/AIDS and their families who live in the Dallas eligible metropolitan area. FY 2017-18: estimated 175 clients to be served.	168,480	151,212	0
Other Public Services Sub-Total	5,886,854	5,320,140	0
HW07 Program Administration/City of Dallas - Provide administrative oversight, evaluation, technical assistance, and HMIS client-level data collection for grant funds and program activities.	192,270	172,980	0
HW08 Program Administration/Project Sponsors - Provide administrative costs for project sponsors in oversight and evaluation of program activities.	330,000	272,880	0
Program Administration Sub-Total	522,270	445,860	0
TOTAL HOUSING OPPORTUNITIES FOR PERSONS W/ AIDS	6,409,124	5,766,000	0
GRAND TOTAL CONSOLIDATED PLAN BUDGET	29,167,771	26,536,718	26,781,530

Appendix B

- Community Development Commission Memos

Memorandum



CITY OF DALLAS

DATE May 5, 2017

TO Honorable Mayor and Members of the City Council

SUBJECT **Overview of Community Development Commission Recommendations for City Manager's Proposed FY 2017-18 Consolidated Plan Budget**

As we recommend to approve the City Manager's Proposed 17-18 Budget, the Community Development Commission (CDC) wanted to provide a narrative noting that after subcommittee meetings to address the individual line items and dig into the programs being executed with these HUD grants there were no recommendations because the CDC felt that the City Manager had addressed some of our prior concerns and taken direction from the Council priorities.

Through the citizen comment process (8 meetings and 508 written comments) and the new town hall formats allowing constituents to voice their issues as well as a more proactive CDC, City Manager Broadnax had clear input reflected in his proposed budget. Commissioners also served on the Continuum of Care, the Ryan White Planning Council, Grow South, DART Citizens Board and Homeless Commission to ensure we understood the needs of the community, gaps in funding and where we could be impactful. We also met and presented to the Senior Affairs Commission and had presentations from Purchasing, the City Manager, Housing, Neighborhood Plus and conducted a bus tour to see best practices, underserved areas and better understand the unique social service needs of our citizens.

Given the diminishing funding from these HUD grants (Community Development Block Grant, Emergency Solutions Grant, HOME Investment Partnerships Program and Housing Opportunities for Persons with AIDS), CDC is always concerned for which programs to cease funding or which programs are better funded through the General Budget to allow for flexibility in execution to leverage moments of opportunity, potential matched funding, and create models of efficiency and transparency.

Specifically, with the capped public service portion of the Community Development Block Grant, we carefully examined the balance of spending between individuals and families (25%- home repair, mortgage assistance, community courts and code), youth (7%- afterschool and childcare services) and seniors (38%- home repair and services) and were thoughtful about the origin of these monies being from housing grants to ensure there were funds committed to infrastructure and fair housing.

The proposed budget made some program cuts including in the capped category of public services to comply with HUD rules. The recommendation was to zero out funding for training and employment for adults with disabilities. However, after eight years of funding this program, we felt that the program partner has enough financial sustainability that they can recover from the loss of their \$25,000 grant. No new program or funding is recommended for Economic Development in this budget. The one remaining line item is self-funded from revolving loan funds and diminishing each year as loans have paid off.

DATE May 5, 2017
SUBJECT Overview of Community Development Commission Recommendations
for City Manager's Proposed FY 2017-18 Consolidated Plan Budget

The funding to address homelessness was carefully crafted to support the Homeless Management Information System (HMIS) which is required by HUD will allow us as a city to apply for additional grants. The Homeless Operations line item also allows for an open market and competitive bid for those services which the commission appreciated.

We have learned that the CDBG oversight funding for administration is broken up into two categories, fair housing and program oversight. Program oversight also includes citizen participation. Duties performed by this staff is specifically required by HUD in order to receive the funds. HOME administrative funds are used to repay the general fund or other sources for billable hours when city staff work on HOME funded projects.

In all, we've reviewed the CAPER report as well to examine the metrics, educate ourselves about the wait lists/needs unmet. The CDC will be very invested in the recommendations of the new Assessment of Fair Housing that is currently underway as well as the new 5-Year Consolidated Plan which will be developed for HUD and guide our process in the coming years along with Council's input.

Thank you for your review of the background to the CDC decision to approve the City Manager's 17-18 Proposed Budget without recommendation. We strive to ensure the funded programs match the citizens and city priorities.



Kristine Schwope, Chair
Community Development Commission

Attachment

c: Community Development Commission
T.C. Broadnax, City Manager
Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Rosa A. Rios, City Secretary
Daniel F. Solis, Administrative Judge
Kimberly Bizer Tolbert, Chief of Staff to the City Manager
Majed A. Al-Ghafry, Assistant City Manager
Raquel Favela, Chief of Economic Development & Neighborhood Services
Jo M. (Jody) Puckett, P.E., Assistant City Manager (Interim)
Eric D. Campbell, Assistant City Manager
Jill A. Jordan, P.E., Assistant City Manager
Joey Zapata, Assistant City Manager
M. Elizabeth Reich, Chief Financial Officer
Cheritta Johnson, Chief of Community Services (Interim)
Theresa O' Donnell, Chief of Resilience
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE December 16, 2016

TO Honorable Mayor and Members of the City Council

SUBJECT **Community Development Commission Recommendations
for FY 2017-18 Consolidated Plan Budget**

On behalf of the commissioners of the Community Development Commission (CDC), I provide this brief overview of the attached recommendations. To ensure we were proactive in good governance and stewardship, this year we began our subcommittee meetings in August for Economic Development, Public Improvements, Housing and HOME Programs, Public Services, HOPWA and ESG, Financial Monitoring/Performance Standards, and Citizen Participation/Policy & Procedures. Our goal was a detailed review of the existing concepts, City partners, and HUD compliance/criteria so that we could better assess whether the existing priorities and fund usage was optimized.

In these sub-committee meetings, which continued through November, we received in-depth presentations on the current limitations, the areas where funding may exist for similar programs in the general fund, and performance metrics. Meeting participants asked many follow-up questions and had them addressed.

Overall, the process was thoroughly educational. We gained a better understanding that with current HUD requirements for compliance, often the potential partners are a limited pool and City oversight is less expensive than agency administration. As a commission, we still feel that the current conceptual priorities for social services of youth, seniors, job development, and affordable housing/repairs match the City's focus.

We performed a bus tour of several projects and areas including The Bottoms, The Education Corridor, and West Dallas Multipurpose Center, and we reviewed infrastructure projects to get a hands on feel for their impact on our citizens.

Each month, we have hosted reports and training from individual departments and initiatives including NeighborUp, Neighborhood Plus, the Community Court, Housing, and After School programs. We also reviewed important City briefings on housing policy and the Dallas Poverty Task Force report, among others. We used this research as a foundation to review the proposed budget.

We have designated three commissioners to serve as liaisons on coalitions that also provide the City with guidance on the needs in our community, including the Consortium of Care (COC), Ryan White Planning Council, and the Homelessness Commission. We also have commissioners serving with Grow South, the DART Citizen Board, and in many other capacities professionally.

For the following reasons, we are not making many recommendations:

- With the caps to certain grant funds and the criteria for HUD compliance, there are limitations on our ability to fund more social services. As much as we would all like to expand CDBG funding to the community, we determined that the existing concepts closely mirror the gaps that need funding.

DATE December 16, 2016
SUBJECT Community Development Commission Recommendations
for FY 2017-18 Consolidated Plan Budget

- Funds for some of the important focuses exist in the general fund. With limited (and constantly diminishing) federal money, we looked to ensure that the programs were efficient.
- There are some city policy restrictions (e.g., Public Improvement funding match) that make the agencies less likely to be awarded, and less able to meet, criteria.

We respectfully submit the recommendations for consideration and would be happy to provide additional insights to our goal, process, and results.



Kristine Schwope, Chair
Community Development Commission

Attachment

c: Community Development Commission
A.C. Gonzalez, City Manager
Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Rosa A. Rios, City Secretary
Daniel F. Solis, Administrative Judge
Ryan S. Evans, First Assistant City Manager
Eric D. Campbell, Assistant City Manager

Jill A. Jordan, P.E., Assistant City Manager
Mark McDaniel, Assistant City Manager
Joey Zapata, Assistant City Manager
M. Elizabeth Reich, Chief Financial Officer
Sana Syed, Public Information Officer
Elsa Cantu, Assistant to the City Manager – Mayor & Council

Community Development Commission Committee Recommendations of FY 2017-18 Proposed Consolidated Plan Budget for CM

PUBLIC IMPROVEMENT

The committee recommends the CDC continue support for public improvement projects in the Consolidated Plan Budget in target areas (such as Neighborhood Plus) based upon the City's current infrastructure needs. The committee also recommends that the CDC take a look and consider a new request to the Council to revisit the City's current policy for which CDBG funds may be used to fund public improvement activities for non-profit organizations, as approved on October 26, 2010 (Council Resolution No. 10-2778).

HOUSING & HOME PROGRAMS

The committee recommends the CDC maintain the efforts to support housing programs that maintain existing housing stock, opportunities to expand and create new affordable housing units, and increase the number of the working poor residents to become homeowners through the current housing activities listed in the 2016-17 adopted CDBG Budget, which include:

1. Mortgage Assistance Program
2. Housing Services Program
3. Major Systems Repair Program – CDC recommends to increase the deferred payment loan amount available to homeowners from \$20,000 to \$35,000 for the repair and replacement of major systems. The Reconstruction Program was not recommended for funding due to the cost-per-unit to completely rebuild a house when extensive repairs were needed. This increase will provide a greater impact of the number of operational major systems serviced or repaired to a homeowner's residential home.
4. People Helping People (PHP) Program
5. Neighborhood Investment Program – Code Compliance

The committee also recommends the CDC continue support for the HOME program activities which (like the CDBG housing programs) provide opportunities to expand and create new affordable housing units as well as, increase the number of the working poor residents to become homeowners, these programs include:

1. CHDO Development Loans and operating assistance
2. Mortgage Assistance Program
3. Housing Development Loan Program

Community Development Commission Committee Recommendations of FY 2017-18 Proposed Consolidated Plan Budget for CM

In order to receive HOME funds, HUD regulations require that no less than 15% of the total grant award be allocated for Community Housing Development Organizations (CHDO's), which are nonprofit housing developers.

Consistent with Council direction, the committee recommends that staff continue to look for opportunities to streamline the number of programs – do few things really well and make a bigger impact, instead of a lot of things that may serve fewer households; and increase partnerships and leveraging with other funding sources and organizations.

ECONOMIC DEVELOPMENT

The committee recommends the CDC continue support for the Business Revolving Loan Program. This is a self-sustaining program in that as loan repayments are made, those repayments are then used to make additional loans to businesses. No new HUD funds are added each year (as with other grant programs). As outstanding loans have paid off, additional funds available to make new loans have been reduced. Currently, the program is bringing in nearly one-half of the amount funding that it has received in previous years. Over the years, economic development with CDBG funds has also been a challenge, primarily due to stringent regulations. Each year, new CDBG funds from HUD have continued to decline and new funding for this program has not been available. The City has continued its support for small business and creating jobs for low-to moderate income person through other funds (non-CDBG funds), including:

- Section 108 Loan funds – used for projects such as the Lorenzo Hotel. Once completed, this project will provide for approx. 220 jobs to be created for low-to moderate income persons
- Business Assistance Centers Program – provides support for small business and individuals seeking to start a business
- Southern Dallas Small Business Loan Program – very similar to the CDBG Business Revolving Loan Program (except that is also funded by City resources)

PUBLIC SERVICES, HOPWA, & ESG COMMITTEE

The committee recommends the CDC continue to support current programming for CDBG funded Public Services of the After-School/Summer Outreach Program, Child Care Services Program, Senior Services Program, Community Court Program and Training and Employment for Adults with Disabilities program. The committee is responsible for reviewing and making recommendations for Public Services activities. The Public

Community Development Commission Committee Recommendations of FY 2017-18 Proposed Consolidated Plan Budget for CM

Services categories includes part of the CDBG grant and all of the ESG and HOPWA grants. Under CDBG, the Public Services category has a maximum 15% spending cap.

The committee will continue to follow the lead of the Dallas Poverty Taskforce in addressing public service and social service needs. The committee discussed and considered the City's Child Care program and recognized the program is helping in that 98% of the HUD Child Care monies go to single parents. These parents are provided funds for their children to attend any daycare center they choose. Income levels checks are made every 6 months serving 225 units with a staff of 2. The committee did not consider Admin top heavy. The Committee felt this program assist in the poverty prevention area.

Another area of Public Services is Senior Services. In this area the HUD funds provide essential transport necessary for seniors needing transport to pharmacies for medicines, and to doctor appointments. Transport affected by DART services and even taxi based services. Seniors are served at the two City owned community centers: West Dallas Multi-Purpose Center and MLK, Jr. Community Center with assistance from the Senior Source. Not only are transport issues being addressed, but financial literacy issues are covered by education in those seeking to dupe seniors in fraudulent schemes and other criminal activity.

The Community Courts Program, is also a part of CDBG Public Service category. The Community Courts handles misdemeanor or code offenses; but differs greatly from the Municipal Courts because they are community-based with a focus of improving neighborhoods as well as providing social services and support to defendants that are not available through the municipal court process. In lieu of court costs and fines, defendants serve community service hours in the community where they committed their crime. The Court has been successful in leveraging other funds to provide needed services including a recent award for a Drug Court treatment grant and funds for Veterans. The court also assists with transportation by providing bus tokens with DART and the programs van transport as needed.

The Training and Employment for Adults with Disabilities is a workforce development programs specifically designed to assist people with disabilities. The service provider, Citizens Development Center leverages a small amount of CDBG funding to provide assistance to over 100 eligible program participants each year.

Regarding the two other Consolidated Plan grants, Emergency Solutions Grant (ESG) and Housing Opportunities for Persons with AIDS (HOPWA):

HUD regulations require that budget allocations for ESG are in collaboration (and consistent with priorities established by) the Continuum of Care (CoC). The CoC an organized group of service providers who plan comprehensive and long-term solutions to addressing the problem of homelessness in our community.

Community Development Commission Committee Recommendations of FY 2017-18 Proposed Consolidated Plan Budget for CM

Unlike the other three grants of the Consolidated Plan, HOPWA funds are awarded to serve a seven (7) counties, including: Collin, Dallas, Denton, Ellis, Hunt, Kaufman, and Rockwall. Because Dallas is the largest city in the HUD defined area, Dallas serves as the eligible applicant for the entire area. Budget allocations for the HOPWA grant are consistent with priorities identified in the comprehensive HIV/AIDS needs assessment conducted the Ryan White Planning Council of the Dallas area (RWPC). The RWPC is an organized group of service providers who plan comprehensive and long-term solutions to addressing the problem of individuals and families impacted by HIV/AIDS in our community.

Both the CoC and the RWPC meet on a monthly basis and CDC liaisons attend the monthly meetings. Given the focused collaborative efforts of these two organizations on specifically targeted populations, the committee recommends continuing these partnerships.

FINANCIAL MONITORING COMMITTEE

The committee recommends the CDC continue funding these HUD compliance requirements. Unlike some of the other programs or services, reduced funding in this category does not remove or reduce the City's obligation to meet HUD requirements and maintain compliance. Staff is encouraged to continue to seek efficiencies and to right-size budgets to the fullest extent possible each year to reduce unspent funds at the end of the year. All unspent funds are re-budgeted for other uses in non-capped program categories during the next year's CDBG budgeting process.

This committee is responsible for the Planning and Program Oversight category of the CDBG budget, which has a maximum 20% spending cap. HUD requires that the City maintain compliance with applications rules and regulations. In order to receive Consolidated Plans, the City must certify that it will Affirmatively Further Fair Housing. Fair housing costs are also applicable toward the 20% spending cap. Currently, the City funds fair housing, citizen participation, budgeting, reporting and compliance monitoring and oversight in this category. These activities are administered by three (3) departments: Fair Housing, Housing/Community Services and the Community Development section of OFS.