

Consolidated Annual Performance and Evaluation Report for Program Year 2024



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CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The Consolidated Annual Performance and Evaluation Report (CAPER) represents the completed projects and activities completed during the 2024 Program Year. The report represents October 1, 2024, through September 30, 2025. The objective of Carrollton's CDBG Programs is to support activities which meet at least one of the primary national Community Development Block Grant (CDBG) objectives, i.e., development of a viable urban community by providing a suitable living environment, decent housing, and expansion of economic opportunities for persons of low- to moderate- income. Based on the needs identified for the 2024-2028 Consolidated Plan, the following strategy areas were identified and are reaffirmed in this annual report.

- Improve Neighborhood Infrastructure: Use of CDBG funds to leverage infrastructure improvements.
- Enhanced Code Enforcement: Use CDBG funds to pay for one salaried code enforcement officer dedicated to inspecting multi-family apartment properties located in the city's CDBG target area.
- Assist Social Service Providers: Use of General Funds and CDBG funds for social service agencies assisting Carrollton residents of low- to moderate- income or residents who may be homeless in the city.
- Preserve Existing Housing Stock: Use of CDBG and General Funds to provide interior and exterior home repairs for homeowners who qualify for assistance.

In Program Year 2024 the city worked diligently to address an ongoing Timeliness issue with U.S. Department of Housing and Urban Development (HUD). The city attempted to meet the 1.5X yearly funding allocation by expanding projects and activities for PY24. At the time PY24 funding was allocated in October 2024 to the city, the funding allocation rate stood at 3.14X the yearly funding level. The city in PY24 was not able to meet the 1.5X threshold by the date of the Timeliness test in August of 2025 it did drop the allocation rate to 1.54X by September 30, 2025, clearly indicating the city was operating in good faith in its attempts to meet the regulations HUD expects from its CDBG recipients. The city will continue to perform its due diligence in Program Year 2025 to meet and come in under the 1.5X allocation rate based on the projects and activities recently approved in the PY25 Action Plan submitted to HUD.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each

of the grantee's program year goals.

Goal	Category	Source/Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Completed	Expected – Program Year	Actual Program Year	Percent Completed
Assist Service Providers	Homeless, Non-Homeless, Special Needs Non-Housing Community Development	CDBG: \$104,377	Homeless Prevention	Persons Assisted	750	667	88.93%	200	667	333.50%
Enhanced Code Enforcement	Non-Housing Community Development	CDBG: \$75,592	Housing Code Enforcement Foreclosed Property Care	Household Housing Unit	3750	2579	68.77%	1200	2579	214.92
Historical Rehabilitation	Non-Housing Community Development	CDBG: \$32,210	Other	Other	2	0	0.00%	1	0	0.00%
Improve Neighborhood Infrastructure	Non-Housing Community Development	CDBG: \$928,982	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	128770	7890	6.13%	128770	7890	6.13%
Land Acquisition	Affordable Housing	CDBG: \$0	Homeowner Housing Added	Household Housing Unit	2	0	0.00%	0	0	0.00%
Preserve Existing Housing	Affordable Housing	CDBG: \$75,905	Homeowner Housing Rehabilitated	Household Housing Unit	75	8	10.66%	25	8	32.00%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

During PY24 a total of \$1,289,603 in CDBG fund was used in the following manner:

- \$643,126 Parks Infrastructure Projects
- \$285,857 Engineering/Public Works Infrastructure Projects
- \$104,377 Metrocrest Services for Homeless Prevent Program
- \$ 75,593 Enhanced Code Enforcement
- \$ 75,905 Minor Home Repair Program Projects
- \$ 72,535 Administration (Training, Analysis of Impediments, Notices, etc.)
- \$ 32,210 Carrollton Black Cemetery Phase 1

The City also allocated General Funds to goals and objects:

- \$490,000 to enhance local social service agencies' activities for Carrollton's at-risk and vulnerable populations.
- \$185,057 in salary for three dedicated staff positions in the Community Development Program responsible for monitoring CDBG and Neighborhood Partnership activities.
- \$ 91,266 for eighteen (18) projects in the Neighborhood Empowerment Zone Programs located in the low- to moderate- income target area.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

	CDBG
White	373
Black or African American	156
Asian	33
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Total	562
Hispanic	186
Not Hispanic	376

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

The table above accounts for the distribution by race of housing activities for CDBG funded projects. In PY24, a total of eight (8) homes were rehabilitated using CDBG funds. CDBG funding was also used to address preventing homelessness through the city's partnership with Metrocrest Services. Metrocrest Services assisted a total of 667 individuals in this area. Hispanic recipients accounted for 27.6% of individuals assisted, African American/Black 23.2% of the individuals assisted, White (non-Hispanic) 27.4% of individuals assisted, Asian, American Native Indian, and Hawaiian/Islanders were less than 5.8% of the individuals assisted. There were 106 individuals which have unknown racial and ethnic status who were assisted, which accounts for 15.9% of assisted individuals.

In PY24 the total number and demographic characteristics of individuals served by the social service agencies which received general fund allocations from the City of Carrollton in other areas was as follows: Of the 15,149 individuals served by Carrollton social service agencies, 4,898 (32.3%) were Hispanic, 3,822 (25.2%) were White (non-Hispanic), 543 (3.6%) were Black or African-American, 325 (2.1%) were Asian, 33 (.2%) were American Indian, 10 (.06%) were Pacific Islander, and 5,511 (36.4%) were listed as other or unknown. In the American Communities Survey for Carrollton, ethnic and racial breakdown was roughly 41% White (non-Hispanic), 33% Hispanic, 15% Asian, and 10% Black/African-American.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,899,450	1,289,603

Table 3 - Resources Made Available

Narrative

The 2024-2028 Consolidated Plan for the City of Carrollton identified the preservation of existing housing stock as a priority. There are currently two (2) housing rehabilitation programs within the City of Carrollton's Housing Rehabilitation CDBG Program, the Minor Home Repair Program and the Emergency Repair Program which assists low- to moderate- income residents with making repairs to their homes. CDBG funding is also used for the salary of a code enforcement officer to perform enhanced code enforcement inspections at multi-family apartments in the city's LMI Target Area. Infrastructure projects have also been identified in the LMI areas which use CDBG funding in conjunction with city General Funds to perform repairs, replacement of streets, sidewalks, alleyways, water and sewer lines in the area. CDBG funding has also been allocated for the use of updating and incorporating new amenities in multiple city parks located within the city's LMI Target Area.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
CDBG LMI Target Area	63	77	Home rehab, code enforcement, Infrastructure projects
City limits of Carrollton Texas	37	23	LMI homeowners for rehab projects who live outside of the LMI target area.

Table 4 – Identify the geographic distribution and location of investments

Narrative

An infrastructure project in Carrollton Heights Phase 1 was started this year after previous delays. The city also performed activities at six (6) city parks within the LMI target area as well. Further funding was used to provide the salary for a code enforcement officer who performs multi-family inspections of apartment communities in low- to moderate- target area. This totaled \$1,004,574 in CDBG funding which accounted for 77.9% of CDBG funding spent in the city's target area.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

Assist Service Providers: Since 1998 the city's Community Development Program has worked to develop partnerships throughout the community. In PY24 the City of Carrollton continued to support social service agencies by allocating \$490,000 in General Funds to various social service providers who serve Carrollton residents. This funding in all cases amounts to less than 30% of the entire budget of any social service provider yet was used to continue and add to many existing programs. The programs are discussed in more detail in Section CR-25 of this report. These providers help create necessary social safety nets for Carrollton's vulnerable populations and prevent overuse of other public services staff such as police, school districts, courts, and emergency personnel.

Community Development Staffing: Implementation and monitoring of CDBG funds for the city is performed by the Community Development staff. The salary for the three staff members amounts to \$185,057, which comes from the city's General Fund.

Neighborhood Empowerment Zones: Use of CDBG funding to assist low- to moderate- income residents resulted in the city creating additional programs using General Funds to address deteriorated housing and to revitalize neighborhoods in specifically selected areas of the city. These projects include non-CDBG minor home repairs, single-family rehab, and demolition/rebuild grants. The city used \$91,266 in General Funds to perform eighteen (18) projects in the Neighborhood Empowerment Zones.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	375	667
Number of Non-Homeless households to be provided affordable housing units	25	8
Number of Special-Needs households to be provided affordable housing units	0	0
Total	400	675

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	375	667
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	25	8
Number of households supported through Acquisition of Existing Units	0	0
Total	400	675

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

Carrollton has no direct programs to provide homeless or non-homeless affordable housing units. In PY24 the city directed CDBG funding to Metrocrest Services aimed at assisting residents in Carrollton who were homeless or at risk of becoming homeless.

The City of Carrollton had a one-year goal to rehab twenty-five (25) existing housing units with CDBG funding. In PY24 a total of eight (8) CDBG funded rehabilitation housing projects were completed. An additional eighteen (18) Neighborhood Empowerment Zone projects were completed during PY24 with city General Funds.

Two issues which continue to cause an impact on meeting the city's One-Year Goal. The first has been the ongoing COVID-19 illness which creates situations where older individuals who are more susceptible to the infection are fearful of having contractors or groups around to make repairs on their homes due to

their fear of acquiring the infection. Second, individuals who fail to provide the necessary paperwork to staff to confirm their eligibility and income level for use of CDBG funding or those who have intentionally misled staff or provided false information in attempts to gain access to the CDBG funded programs.

Discuss how these outcomes will impact future annual action plans.

In PY20 city staff had the belief with the emergence of COVID-19 many low- to moderate- income residents who live paycheck to paycheck would suffer a loss in wages, which could prevent them from making necessary repairs on their homes. Staff increased the expected level of 21 rehabilitation projects in previous years to 39 projects since PY20. Since the anticipated increase has not occurred, starting in PY24 the city moved lowered the number of expected CDBG rehabilitation projects to 25. Due to turnover within the Community Development Staff only eight (8) projects were completed in PY24. City staff will endeavor to research new methods of outreach to increase awareness of CDBG programs the city has available to Carrollton residents who qualify. Staff will also continue to ensure applicants provide all appropriate documentation to qualify for CDBG funded projects.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	464	0
Low-income	22	0
Moderate-income	2	0
Total	488	0

Table 7 – Number of Households Served

Narrative Information

The Minor Home Repair Program, Emergency Repair Grants, and CDBG funding allocated for homelessness to Metrocrest Services resulted in 488 households being assisted.

For PY24 464 (95.1%) of the households were occupied by extremely low-income homeowners, 22 (4.5) were low-income families, and 2 (.41%) were of moderate-income. Elderly homeowners accounted for 101 (20.7%) of the PY24 households, and female head of household accounted for 102 (20.9%) of the PY24 households assisted.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

Strategies addressing the homeless and non-homeless with special needs populations are included in the 2024-2028 Consolidated Plan. The city continues to allocate a portion of its General Funds towards grants and donations to multiple Carrollton social service providers which target low- to moderate-income residents. In PY24 public services funding from the CDBG program was allocated to Metrocrest Services to address preventing homelessness and for homeless response. The city also provided \$490,000 in additional city funding to multiple social service agencies for assistance in anti-poverty initiatives, homelessness prevention, and special needs populations.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Carrollton does not receive Emergency Shelter Grant (ESG) funding.

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

In PY24 the city helped accomplish the following goals through its local non-profit partners in an attempt to reduce the overall number of persons living in poverty in Carrollton

- Funded food pantries in both Dallas and Denton counties which the City of Carrollton resides.
- Improved access to preventative care, basic health care, and medical services for low- to moderate- income families thus reducing costs for medical services and expensive trips to the emergency room.
- Improved the linkage between job training programs and local job creation efforts to attract jobs that pay above minimum wages and provide people with the ability to service a home mortgage.
- Promoted financial counseling and classes on budgeting and money management. In PY24 the City continued to promote area training and educational opportunities in this area.
- Promoted linkages between housing, employment, and educational systems and/or facilities.

- Promoted programs and training that help families-in-need to become more self-sufficient.
- Funded after-school programs for low-income students providing tutoring and college preparation for junior high school and high school students coming from families where the majority of parents never finished high school.
- Funded domestic violence and leadership training for adults and children.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The city's position on this issue will continue to be one of supporting and assisting social service agencies working to address this challenge in a coordinated and proactive manner. The city continued in PY24 to direct CDBG funding to Metrocrest Services to address homelessness issues in the city.

The aforementioned services are provided to the homeless population, populations at risk of becoming homeless, and those transitioning from homelessness. The City of Carrollton also supplements the work of various city funded social service agencies to end chronic homelessness by promoting the preservation and maintenance of existing housing through its Minor Home Repair Grants and Emergency Repair Grants.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

This section is not applicable, as the City of Carrollton does not have a public housing authority. Also, the city does not receive or administer funds for assisted housing. Data on the number of individuals with section 8 housing in Carrollton was not available. The residents of the city are primarily split between two counties comprising Carrollton. In Dallas County housing is performed by the Dallas County Housing Authority. The Denton County Housing Authority performs the same work for residents residing in the Denton County parts of the city.

The Dallas County Housing Authority currently has a waiting list for Section 8 housing which exceeds 6,000 families.

The Denton County Housing Authority maintains Section 8 housing vouchers for the county and has closed the waiting list as currently there is an approximate five-year waiting period for those currently listed on the housing list.

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

The City of Carrollton does not offer a first-time home buyer's program or provide incentives for purchasing homes currently. In the current five-year Consolidated Plan for 2024-2028 the city had attempted to purchase property with the intent of constructing affordable single-family homes specifically for qualifying low- to moderate- income families. The pilot project hoped to purchase up to 3 lots and work with Habitat for Humanity or other construction social service agency to construct the homes on the city obtained properties. Unfortunately, Habitat and other social service agencies were unable to commit to such projects due to concerns in ongoing outlay of federal funds and federal operations. This reflected in the Department of Operating Government Efficiency (DOGE) in the reduction of the federal workforce across multiple federal departments, the budget reconciliation issue occurring mid-2025 when the current administration attempted to zero out funding in various federal programs, and the funding uncertainty of federal programs for the fiscal 2026 Federal Budget.

Actions taken to provide assistance to troubled PHAs

The City of Carrollton does not operate a public housing authority. The majority of the city straddles two counties - Dallas County and Denton County. Both of the counties operate PHA's and are regulated by the county government and not the city.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The City of Carrollton continues to maintain a strong emphasis on safe and affordable housing for all residents. The City of Carrollton Environmental Services Department has two inspection programs geared towards maintaining rental properties: one for single-family rental property and the other for multi-family rental property.

The Single-Family Rental Registration and Inspection Ordinance adopted by the City Council ensures tenants and landlords of single-family residential rental properties are involved in maintaining their properties in a safe and sanitary condition. The Single-Family Rental Inspection Program is effective in ensuring a sustainable community and safe housing is available in all of the neighborhoods in Carrollton. The ultimate goals are to improve the overall condition of rental properties, to reduce health and safety risks, and to prevent blight which affects surrounding homes, thus enhancing property values within the affected neighborhoods. This ordinance requires all rental property owners and companies who lease single-family homes or duplexes in Carrollton to register those properties with the City and make them available for inspection should complaints or city staff observe city code violations on the property.

The Multi-Family Inspection Program works to stabilize, maintain, and enhance all of the apartment communities in Carrollton. The program operates in partnership with the residents and management staff of those apartment communities to achieve this goal through the enforcement of the City's Code of Ordinances and the Comprehensive Zoning Ordinance. The Multi-Family Inspection Program operates by performing annual inspections of apartment communities. These detailed inspections of apartment communities include interior and exterior inspections of apartment units within the community and the CDBG Target Area. The number of apartment unit interiors is normally 15% of the total number of units within the apartment community. However, if the property has a constant history of non-compliance or serious health and safety issues the city may inspect up to 100% of all of the apartment units to ensure residents are living in a safe and healthy environment. The city also addresses any apartment complaints submitted to the city and city staff perform inspections to determine if potential violations are present.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The City of Carrollton has further initiatives to address issues of aging housing which is funded through General Funds and not CDBG funds. The city council approved the creation of five Neighborhood Empowerment Zones (NEZ) in neighborhoods at the greatest risk of distress due to housing conditions, age, and the condition of infrastructure. One of the current incentives for residents and owners within the designated Neighborhood Empowerment Zones is the waiving of construction fees, including building

permit fees, impact fees, platting fees, and project permit fees (fences, electrical, plumbing, etc.), for both commercial and residential properties to encourage repair, rehabilitation, and redevelopment in those areas of the city.

Three programs operating tied to the Neighborhood Empowerment Zones are as follows:

- NEZ Minor Home Repair: Income qualifying homeowners living in one of the five Neighborhood Empowerment Zones can receive up to \$7,500 for exterior improvements, including items not on the house itself, such as fences, retaining walls, sewer lines.
- Single-Family Rehabilitation Incentive: Any homeowner living in a Neighborhood Empowerment Zone in a home that is at least five years old qualifies for a reimbursement of 25% of exterior rehabilitation expenses if the homeowner invests a minimum of \$1,000 in rehabilitation work.
- Demolition/Rebuild Incentive: Any property owner within the NEZ area who has a house in disrepair and is substandard may apply to the city for this incentive. This incentive includes reimbursement for full demolition costs of the house on the property and provides a tax credit towards the value of new home construction. The tax credit is applied for a period of ten years in the form of a one-time payment from the city.

These programs offer another level of support to property owners in older neighborhoods of the city. In PY24 awarded \$91,266 in city funding for eighteen (18) projects.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

During PY24, The City of Carrollton has continued to demonstrate its commitment to the eradication of lead-based paint hazards in the community.

For residents receiving assistance under the city's Minor Home Repair, Emergency Repair, and People Helping People Programs the city follows federal regulations where a lead-based paint hazard is involved. To determine if a lead-based paint hazard is present, houses built before 1978 are tested for the presence of lead by a certified technician. In the event lead-based paint is present, the city hires technicians certified in safe work practices for the removal of lead-based paint.

All CDBG funded projects meet all applicable regulations related to lead-based paint. Residences built before 1978 utilizing the Minor Home Repair Program are tested for lead-based paint to comply with HUD requirements. In the event lead-based paint is detected, HUD guidelines are followed, including the distribution of lead-based paint information. In PY24 four (4) projects required testing for lead based paint hazards. None of those tests came back positive so no further remediation was necessary.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

During PY24 the City of Carrollton provided general funding of \$490,000 to social service agencies to address local objectives and strategies identified in the 2024-2028 Consolidated Plan. All the agencies identified in Appendix 1 predominantly serve persons of low- to moderate- income.

The city council considers the awarding of social service contracts annually. The city is proud of its continued partnership with the identified agencies/organizations. A brief outline of the specific services and activities offered by each of the agencies is also included in Appendix 1.

Cumulatively, these agencies served 15,149 individuals in Carrollton. The agencies identified and served 4898 (32.3%) Hispanics, 543 (3.6%) African-Americans, and 325 (2.1%) Asians. These specific demographic groups accounted for 38.1% of the individuals served by the city funded social service agencies.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

Neighborhood Reinvestment

In previous years the city has used CDBG funding to perform infrastructure projects in low- to moderate-neighborhoods in Carrollton. However, due to the changes and revisions in Section 3 the city infrastructure projects have been impacted by the new requirements. This has resulted in the reduction of funding on such projects to a \$200,000 cap in order to perform work in areas of infrastructure without Section 3 penalties being applied. In PY24 infrastructure projects used CDBG funding for street, sidewalk, and curb installation as part of the Phase 1 Carrollton Heights project. CDBG funding was also used to make improvements to six (6) city parks located with the LMI Target Area.

The city will continue to evaluate all neighborhoods in Carrollton to establish and determine areas of immediate infrastructure needs. The city does perform enhanced code enforcement with a CDBG funded code enforcement officer who conducts apartment inspections for multi-family communities located within the CDBG target area.

Neighborhood Matching Grants

The city has an established Neighborhood Enhancement Matching Grant Program (NEMGP) which may provide up to \$25,000 in general funds to perform upgrades and enhancements to public property within a neighborhood. These grants can be used for beautification, signage, and landscaping projects. In PY24 there were two (2) NEMGP projects completed totaling \$49,956 in general funds.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

This section is not applicable as Carrollton does not have a public housing authority.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

In PY24 the City of Carrollton completed the Analysis of Impediments to Fair Housing and is currently reviewing relevant aspects applicable to Carrollton and discussing it with the city council and mayor for additional direction.

CR-40 - Monitoring 91.220 and 91.230

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

The City of Carrollton's Community Development Program continuously monitors programs and projects to ensure compliance with all applicable laws and regulations. Staff focuses on the following areas: environmental, financial, labor relations, and programmatic areas.

The environmental standards and procedures developed and implemented include the completion of compliance checklists for all activities and the city's annual Environmental Review Record (ERR). Staff maintains a copy of the ERR available for year-round public review during regular business hours in the Environmental Services Department at City Hall located at 1945 E. Jackson Road, Carrollton Texas.

Community Development program staff and the city's accounting staff administer financial monitoring for all projects, programs, and activities. The city's Treasury Division works closely with the Community Development staff to ensure all drawdowns are made after all ledgers and records have been reconciled and approved. The city's Purchasing Department assists with procurement and the general bidding process to ensure compliance with all applicable state and federal regulations. The financial operations and expenditures of the city are audited on an annual basis by an independent accounting firm.

The Community Development staff administers, monitors, and reviews labor standards on all capital improvement projects which have allocations of CDBG funding. Contractors are provided with training prior to the start of each project. All applicable Davis-Bacon and Related Acts (DBRA) are explained to the contractor. All contractor payments are contingent upon payment of proper wages to employees and the city's receipt of appropriate payroll records. Contractors are reviewed to ensure they have a SAMS and DUN number and have not been disbarred from receiving federal funds.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The first public hearing for the PY24 CAPER was held on Thursday, November 13, 2025, before the Neighborhood Advisory Commission. The second public hearing for the PY24 CAPER was held on Tuesday, December 2, 2025, before the Carrollton City Council. Notice was posted for the public hearing in the Dallas Morning News. These hearings summarized the report, noting it has been available for review either in person at City Hall or through the city's website. Citizen comments were welcomed at the hearings or in writing and instructions were provided on how to comment.

Neighborhood Advisory Commission Public Hearing - Thursday, November 13, 2025

The Neighborhood Advisory Commission held a public hearing on Thursday, November 13, 2025, to receive comments on the PY24 CAPER. At the meeting there were no public comments received during the public hearing regarding the PY24 CAPER. After receiving no public comments, the Neighborhood Advisory Commissioners were asked if they had any questions regarding the draft PY24 CAPER. Staff received an inquiry from one of the NAC commissioners regarding the land acquisition activity that was scheduled for PY24. Staff informed the commissioners the land acquisition activity was cancelled due to concerns raised by the social service agencies over ongoing federal funding created from both the budget reconciliation process in April and May of 2025 and in the lack of an approved federal budget for fiscal 2026.

As there were no further comments from the commissioners, the chair moved to close the public hearing and a motion was made to pass the PY24 CAPER and forward it on for a public hearing before the City Council on December 2, 2025. The commissioners voted 7 to 0 (with two commissioners absent) to pass the resolution and forward the report onto the Carrollton City Council.

City Council Public Hearing - Tuesday, December 2, 2025

The City Council held a public hearing on Tuesday, December 2, 2025, to receive comments on the PY24 CAPER. At the meeting there were _____ public comments regarding the PY24 CAPER. After asking for and receiving no other public comments, the City Council voted _____ to approve a resolution adopting the PY24 CAPER and forwarding the report to the Department of Housing and Urban Development.

No public comments were received by staff through email, written correspondence, or reported in on site visits.

Public Notices were featured on the city's website and were published in the Dallas Morning News on Sunday, October 26, 2025, and Sunday, November 2, 2025.

CR-45 – CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

In PY24 the city was under timeliness issues which needed to be addressed. City staff formulated a plan in PY24 to address this problem. The excess funding had accumulated due to cancellation of infrastructure projects, changes in Section 3 requirements, improper allocation of Public Services funding (exceeding the 15% cap), and lack of proper oversight and review by the HUD representative assigned to the city at that time. A new HUD representative was assigned to the city, and a workout plan was submitted to HUD indicating the projects and funding to be used in PY24. If all the projects/activities had been completed the city would have successfully met the 1.5X yearly allocation rate by the time of the August 2025 Timeliness Test. However, due to a delay in one project, and a late cancellation in May 2025 of another, the city was unable to pivot to a new project or activity which would have allowed proper spending of CDBG funding during the remaining allotted time to the August 2, 2025, Timeliness test.

At the time of the August 2, 2025, Timeliness Test the city was still in violation of the 1.5X yearly allocation rate as it was recorded as 2.14X the yearly allocation rate. A review of the current PR-56 report indicates the city spent 172.16% of the yearly allocation amount clearly indicating the city had made a major effort to meet CDBG Timeliness requirements. When additional draws were performed in August and September of 2025 the 2.14X yearly allocation rate had dropped to 1.54X yearly allocation rate.

The city has submitted one final workout plan to HUD indicating how the city will finally gain financial compliance with city projects/activities listed in the PY25 Action Plan. The PY25 Action Plan has already been submitted and approved by HUD and the city believes it will meet CDBG Timeliness in PY25 and be in compliance with HUD rules and regulations by the time of the August 2026 Timeliness Test.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	0	0	0	0	0
Total Labor Hours	0				
Total Section 3 Worker Hours	0				
Total Targeted Section 3 Worker Hours	0				

Table 8 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers	0				
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.	0				
Direct, on-the job training (including apprenticeships).	0				
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.	0				
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).	0				
Outreach efforts to identify and secure bids from Section 3 business concerns.	0				
Technical assistance to help Section 3 business concerns understand and bid on contracts.	0				
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.	0				
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.	0				
Held one or more job fairs.	0				
Provided or connected residents with supportive services that can provide direct services or referrals.	0				
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.	0				
Assisted residents with finding child care.	0				
Assisted residents to apply for, or attend community college or a four year educational institution.	0				
Assisted residents to apply for, or attend vocational/technical training.	0				
Assisted residents to obtain financial literacy training and/or coaching.	0				
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.	0				
Provided or connected residents with training on computer use or online technologies.	0				
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.	0				

Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.	0				
Other.	0				

Table 9 – Qualitative Efforts - Number of Activities by Program

Narrative

None of the project/activities performed in PY24 were bound by Section 3 requirements.

DRAFT

ATTACHMENT - A

Social service agencies funded through General Funds

Make It Count (formally Bea's Kids)

P.O. Box 110165, Carrollton, TX 75011-0065

Phone: (972) 342-8175

Email: info@beaskids.org

Website: makeitcountntx.org

Make It Count (formally Bea's Kids) is a non-profit 501(c)(3) organization that has been serving underprivileged children and parents since 1990. Services include educational, cultural, recreational and sports programs and activities. The program also provides food, clothing and medical/dental care. Bea's Kids leads a crusade against hunger, illiteracy, domestic strife, parental neglect, drugs, violence, gangs, school dropouts and poverty.

CASA of Denton County, Inc

614 N. Bell Avenue, Denton, TX 76209

Phone: (940) 243-2272

Email: gstuder@casadenton.org

Website: www.casadenton.org

CASA of Denton County, Inc. serves children (ages 0-18) who have been removed from their homes by Child Protective Services due to abuse or neglect. Their service area is Denton County and includes children from the portion of Carrollton within Denton County. CASA provides independent, objective guidance in court regarding the children's best interests and is a constant provider of support during that experience.

Children's Advocacy Center for Denton County

1854 Cain Dr, Lewisville, TX 75077

Phone: (972) 538-9623

Email: ellen@cacdc.org

Website: www.cacdc.org

Children's Advocacy Center of Denton's mission is to empower child abuse victims, their families, and community through education, healing, and justice. They coordinate the investigation and prosecution of severe child abuse cases for law enforcement, Department of Family and Protective Services, and the District Attorney's Office through a multi-disciplinary team response, providing critical, no-cost victim services to child victims.

Metrocrest Services

1145 N. Josey Lane, Carrollton Texas 75006

Phone: (972) 446-2100

Email: teubanks@metrocrestsocialservices.org

Website: www.metrocrestsodicalservices.org

Metrocrest Services provides referral services, short-term emergency assistance for rent, utilities, food, clothing, medical and other financial needs in a time of family crisis. Other services include job assistance, food bank, and thrift store. Metrocrest Services collaborates and partners with local governments, businesses, and non-profits for mobilization and maximization of resources.

WOVEN Health Clinic

1 Medical Parkway, Plaza One, Ste. 149, Farmers Branch, TX 75234

Phone: (972) 755-4656

Email: lrigby@wovenhealth.org

Website: www.wovenhealth.org

WOVEN provides low cost primary care and a limited number of specialty services to uninsured low income residents between the ages of 16 and 65. The focus of the clinic is providing patients a medical home which will help them improve and maintain their health by regular visits with a physician, educational services and access to resources from the clinic.

Attachment - B

NOTICE OF PUBLIC HEARING

On October 1, 2024, the City of Carrollton received \$711,716 of Community Development Block Grant (CDBG) funding from the United States Department of Housing and Urban Development (HUD). In accordance with federal regulation, these funds were used for the principal benefit of persons of low to moderate income in Carrollton.

The City of Carrollton is currently in the process of preparing a final Consolidated Annual Performance and Evaluation (CAPER) for the 2024 Program Year. This document reviews and reports on the accomplishments of the Carrollton CDBG program for the period spanning October 1, 2024, through September 30, 2024. A draft copy of the report is available for public review at City Hall, 1945 E. Jackson Road, Carrollton, Texas within the Community Development Program in the Environmental Services Department. A digital copy is also available online at:

<https://www.cityofcarrollton.com/departments/departments-a-f/community-development/community-development-block-grant-cdbg>

The city will hold two public hearings to receive comments on the CAPER for the 2024 Program Year. The first public hearing will be held before the Neighborhood Advisory Commission at 6:30pm on Thursday, November 13, 2025 in the City Hall Council Briefing Room located on the second floor of City Hall. The second public hearing will be held before the Carrollton City Council at 7pm on Tuesday, December 2, 2025, in the City Hall Council Chambers. Carrollton City Hall is located at 1945 E. Jackson Road, Carrollton, Texas.

If you are unable to attend, you may submit written comments and/or ideas to the following address:

City of Carrollton
c/o Brian Passwaters
Environmental Services
1945 E. Jackson Road
Carrollton, TX 75006

You may also submit your comments by email at:

community.development@cityofcarrollton.com

Comments will be accepted until Monday, December 8, 2025

Phone: (972) 466-5727

FAX: (972) 466-3175