

City of Carrollton

*1945 E. Jackson Road
Carrollton, TX 75006*



REGULAR WORKSESSION & MEETING

Tuesday, July 23, 2019

5:45 PM

CITY HALL, 2nd Floor

City Council

*Mayor Kevin Falconer
Mayor Pro Tem Young Sung
Deputy Mayor Pro Tem Frances Cruz
Councilmember Steve Babick
Councilmember Mike Hennefer
Councilmember Pat Cochran
Councilmember John Sutter
Councilmember Glen Blanscet*

*****PRE-MEETING / EXECUTIVE SESSION*******5:45 P.M. – COUNCIL BRIEFING ROOM**

1. Receive **information and discuss Agenda.**
2. Council will convene in Executive Session pursuant to Texas Government Code:
 - **Section 551.071** for private consultation with the City Attorney to seek legal advice with respect to pending and contemplated litigation and including all matters on this agenda to which the City Attorney has a duty under the Texas Rules of Discipline and Professional Conduct regarding confidential communication with the City Council.
 - **Section 551.072** to discuss certain matters regarding real property.
3. Council will reconvene in open session to consider action, if any, on matters discussed in the Executive Session.

*****WORKSESSION*****

4. Discuss Applications For The Leadership Metrocrest Program.
5. Discuss Eddy Mann Wall Aesthetic Improvement Program Findings And Proposed Pilot Project #2.
6. Receive Information Regarding Additions To Base And Parks Amenity Fund Projects.
7. Discuss Impacts Of House Bill 2439 Regulation Of Building Materials And House Bill 3167 Platting And Subdivision Reviews And Approvals.
8. Mayor and Council reports and information sharing.

*****REGULAR MEETING 7:00 PM*******INVOCATION****PLEDGE OF ALLEGIANCE****CONSENT AGENDA**

*(*All items marked with a single asterisk are part of a Consent Agenda and require no deliberation by the Council. Each Council member has the prerogative of removing an item from this agenda so that it may be considered separately. Contracts and agreements are available in the City Secretary's Office.)*

MINUTES

- *9. Consider Approval Of The July 9, 2019 Regular Meeting Minutes.

BIDS & PURCHASES

- *10. Consider Authorizing The City Manager To Approve RFP # 19-036 Rebid Of The Veteran's Memorial Plaza For The City, In An Amount Not To Exceed \$472,000.00.

CONTRACTS & AGREEMENTS

- *11. Consider Approval Of The Purchase And Installation Of Microwave Network Equipment From Alpha Omega Wireless, In An Amount Not To Exceed \$593,469.65.

ORDINANCE

- *12. Consider An Ordinance Amending Title XIII, Chapter 133 Of The Carrollton Code Of Ordinances Regarding General Policies And Guidelines.
- *13. Consider An Ordinance Granting To Oncor Electric Delivery Company LLC, A Franchise To Construct, Extend, Maintain And Operate In, Along, Under And Across The Present And Future Streets, Alleys, Highways, Public Ways And Other Public Property Of Carrollton, Texas An Electric Transmission And Distribution System.

RESOLUTIONS

- *14. Consider A Resolution Authorizing The City Manager To Enter Into Single-Family Rehabilitation Grant Incentive Agreements On Four Eligible Properties Located Within Neighborhood Empowerment Zones, In A Total Grant Amount Not To Exceed \$12,772.03.

PUBLIC HEARING - INDIVIDUAL CONSIDERATION

15. Hold A Public Hearing And Consider A Resolution Adopting The Draft 2019-2023 Consolidated Plan And Program Year 2019 Community Development Block Grant One-Year Plan Of Action And Budget.

PUBLIC FORUM

16. Hearing of any citizen/visitor on items not listed on the regular meeting agenda. Citizens wishing to address the Council regarding items on the posted agenda will be called to speak during the Council's consideration of such items.

Citizens/visitors should complete an appearance card located on the table at the entrance to the City Council Chambers. Speakers must address their comments to the presiding officer rather than to individual Council members or staff; Stand at the podium, speak clearly into the microphone and state your name and address prior to beginning your remarks; Speakers will be allowed between 2 and 5 minutes for testimony; Speakers making personal, impertinent, profane or slanderous remarks may be removed from the room; Unauthorized remarks from the audience, stamping of feet, whistles, yells, clapping, and similar demonstrations will not be permitted; No placards, banners or signs will be permitted in the Chambers or in any other room in which the Council is meeting. In accordance with the State Open Meetings Act, the City Council is restricted from discussing or taking action on items not listed on the agenda. Action can only be taken at a future meeting.

ADJOURNMENT

CERTIFICATE - I certify that the above agenda giving notice of meeting was posted on the bulletin board at the City Hall of Carrollton, Texas on the 19th day of July 2019 at 12:00pm.

Jacqueline Williams

Jacqueline Williams, Deputy City Secretary

This building is wheelchair accessible. For accommodations or sign interpretive services, please contact City Secretary's Office at least 72 hours in advance at 972-466-3005. Opportunities and services are offered by the City of Carrollton without regard to race, color, age, national origin, religion, sex or disability.

Pursuant to Section 551.071 of the Texas Government Code, the City Council reserves the right to consult in a closed meeting with its attorney and to receive legal advice regarding any item listed on this agenda. Further, the Texas Open Meetings Act, codified in Chapter 551 of the Texas Government Code, does not require an agenda posting where there is a gathering of a quorum of the City Council at a regional, state or national convention or workshop, social function, convention, workshop, ceremonial event or press conference. The City Secretary's Office may occasionally post agendas for social functions, conventions, workshops, ceremonial events or press conference; however, there is no legal requirement to do so and in the event a social function, convention, workshop, ceremonial event or press conference is not posted by the City Secretary's Office, nothing shall preclude a quorum of the City Council from gathering as long as "deliberations" within the meaning of the Texas Open Meetings Act do not occur.

FIREARMS PROHIBITED at City Council meetings pursuant to Texas Penal Code Sections 46.035(c) and 30.05.



City of Carrollton

Agenda Memo

File Number: 4279

Agenda Date: 7/23/2019

Version: 1

Status: Work Session

In Control: City Council

File Type: Work Session Item

Agenda Number: 4.

CC MEETING: July 23, 2019

DATE: July 16, 2019

TO: Erin Rinehart, City Manager

FROM: Laurie Garber, City Secretary/Admin. Services Director

Discuss **Applications For The Leadership Metrocrest Program.**

BACKGROUND:

The Metrocrest Chamber of Commerce is accepting applications for the next Leadership Metrocrest class. The total cost of the program is \$1,000 for Chamber members and \$1,200 for non-members. As in years past, the City has budgeted two \$500 scholarships for two Carrollton residents who wish to participate in the program. The City also budgets the full tuition cost for a councilmember or City staff member.

Attached are the scholarship applications submitted by residents. Assistant Fire Chief Ricky Vaughn and Assistant Police Chief Kevin McCoy also applied for the program.

The Chamber has recently revised their program policy and will now accept up to four participants from a single organization in a program year. An organization may nominate more, but only four participants will be selected.

#2

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Tuesday, May 21, 2019 5:28:33 PM
Last Modified: Tuesday, May 21, 2019 5:37:21 PM
Time Spent: 00:08:48
IP Address: 174.206.32.237

Page 2: Application

Q1 Candidate Information

Name: Austin Stroh
Street Address: 2119 via estrada
City, State & Zip: Carrollton
Phone Number (Day & Night): 7248896782
Years Lived in Carrollton: 9
Email Address: [REDACTED]

Q2 Are you currently holding any public office or appointment? If so, what?

lost election for city council in 2018, but intend on attempting council and board appointments as opportunities arrive.

Q3 Describe how you've been in engaged in the Carrollton community.

I have been active at city council, applied to boards, and want to promote plans and policies to make Carrollton a more inclusive community for all residents. A variety still remain on its fringes.

Q4 Please tell us why you feel you would be a good candidate for this scholarship.

I need civic knowledge to better be able to serve the community in years to come as I want to work toward making Carrollton better for my children as well as the rest of our future neighbors.

#3

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Sunday, June 16, 2019 12:25:30 AM
Last Modified: Sunday, June 16, 2019 12:30:48 AM
Time Spent: 00:05:18
IP Address: 47.189.62.90

Page 2: Application

Q1 Candidate Information

Name: Feroz Nizamdin
Street Address: 1004 Paradise Cove
City, State & Zip: Carrollton
Phone Number (Day & Night): 14698317153
Years Lived in Carrollton: 20
Email Address: [REDACTED]

Q2 Are you currently holding any public office or appointment? If so, what?

None.

Q3 Describe how you've been engaged in the Carrollton community.

I have been leading efforts to raise awareness in our community regarding Disaster Management and also managing the volunteer resources for Jamatkhana (Our house of worship).

Q4 Please tell us why you feel you would be a good candidate for this scholarship.

I would share the knowledge and expertise which I will gain from these sessions with the leaders in my community so we can be stronger as a community. Thank you.

#5

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, June 20, 2019 4:42:44 PM
Last Modified: Thursday, June 20, 2019 4:48:11 PM
Time Spent: 00:05:27
IP Address: 47.184.9.248

Page 2: Application

Q1 Candidate Information

Name: James Day
Street Address: 2105 Lavaca Trail
City, State & Zip: Carrollton, Texas 75010
Phone Number (Day & Night): 972-567-8783
Years Lived in Carrollton: Recently 9 but went to high school here when younger.
Email Address: [REDACTED]

Q2 Are you currently holding any public office or appointment? If so, what?

NO

Q3 Describe how you've been in engaged in the Carrollton community.

Attending work session/council meetings
Citizens Fire Academy, Organized and promoted first National Night Out in Harvest Run Area. First time in the 34 year history of the neighborhood.

Q4 Please tell us why you feel you would be a good candidate for this scholarship.

True Carrollton Resident and protector. Believe in gathering all information to make informed decision.

#4

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, June 20, 2019 11:07:08 AM
Last Modified: Thursday, June 20, 2019 11:13:48 AM
Time Spent: 00:06:40
IP Address: 47.188.181.57

Page 2: Application

Q1 Candidate Information

Name: Lawrence Kiser (Larry)
Street Address: 2109 Menton Place
City, State & Zip: Carrollton
Phone Number (Day & Night): 2146777757
Years Lived in Carrollton: 26
Email Address: [REDACTED]

Q2 Are you currently holding any public office or appointment? If so, what?

Currently: Vice Chair Planning and Zoning Commission

Q3 Describe how you've been in engaged in the Carrollton community.

1. Voting in City elections
 2. Planning and Zoning Commission
-

Q4 Please tell us why you feel you would be a good candidate for this scholarship.

Over the years I have taken from the community more than I contributed. Now, it is time for me to give back. I was an architect and managed many large design and construction projects both domestically and internationally. This has given me opportunity to manage people and projects. I have excellent "working with others" skills. I am a team player.

#1

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, May 20, 2019 10:55:08 AM
Last Modified: Monday, May 20, 2019 11:00:12 AM
Time Spent: 00:05:04
IP Address: 99.203.86.213

Page 2: Application

Q1 Candidate Information

Name: Toby Knighton
Street Address: 1302 Barclay Dr
City, State & Zip: Carrollton
Phone Number (Day & Night): 2144050498
Years Lived in Carrollton: 3
Email Address: [REDACTED]

Q2 Are you currently holding any public office or appointment? If so, what?

Traffic Advisory Committee

Q3 Describe how you've been engaged in the Carrollton community.

I've taken a position on TAC, and have informed city engineering services of other traffic issues. I live and shop in Carrollton, and am raising my son here. I'd like to help make it the best city in North Texas.

Q4 Please tell us why you feel you would be a good candidate for this scholarship.

I'm currently involved with city government, and would like to further develop that role in the future, either through additional board and committee positions, or as a city council member.

I think the Metrocrest Leadership course would be invaluable in furthering those goals.

Thank you



City of Carrollton

Agenda Memo

File Number: 4426

Agenda Date: 7/23/2019

Version: 1

Status: Work Session

In Control: City Council

File Type: Work Session Item

Agenda Number: 5.

CC MEETING: July 23, 2019

DATE: July 16, 2019

TO: Erin Rinehart, City Manager

FROM: Lorri Dennis, City Arborist

Discuss **Eddy Mann Wall Aesthetic Improvement Program Findings And Proposed Pilot Project #2.**

BACKGROUND:

An initial Eddy Mann Wall Pilot Program was completed along Rosemeade Parkway west of Kelly Boulevard. The wall improvement consisted of a pigmented sprayed limestone coating articulated to appear similar to natural stone on the existing Eddy Mann wall.

On July 9, 2019 staff presented findings of the completed wall improvements along Kelly Boulevard to the Redevelopment Sub-committee. The findings concluded that the sprayed limestone treatment was unsustainable for Eddy Mann walls.

A second pilot program site is now proposed along Kelly Boulevard, north of PGBT. Staff will present recommendations from the Redevelopment Sub-Committee regarding the Eddy Mann aesthetic improvement pilot program and second site.

FINANCIAL IMPLICATIONS:

Project finance originates from Capital Improvement Program funds.

IMPACT ON COMMUNITY SUSTAINABILITY:

There may be improved appearance of Eddy Mann walls along this section of Kelly Boulevard.

STAFF RECOMMENDATION/ACTION DESIRED:

No action.



City of Carrollton

Agenda Memo

File Number: 4422

Agenda Date: 7/23/2019

Version: 1

Status: Work Session

In Control: City Council

File Type: Work Session Item

Agenda Number: 6.

CC MEETING: July 23, 2019

DATE: July 15, 2019

TO: Erin Rinehart, City Manager

FROM: Scott Whitaker, Parks & Recreation Director

Receive **Information Regarding Additions To Base And Parks Amenity Fund Projects.**

BACKGROUND:

Parks & Recreation staff will present information regarding the Additions to Base (ATBs) for City Council review. Staff will also include the proposed projects from the Amenity Fund.



City of Carrollton

Agenda Memo

File Number: 4425

Agenda Date: 7/23/2019

Version: 1

Status: Work Session

In Control: City Council

File Type: Work Session Item

Agenda Number: 7.

CC MEETING: July 23, 2019

DATE: July 15, 2019

TO: Erin Rinehart, City Manager

FROM: Meredith Ladd, City Attorney, Loren Shapiro, AICP, Chief Planner

Discuss **Impacts Of House Bill 2439 Regulation Of Building Materials And House Bill 3167 Platting And Subdivision Reviews And Approvals.**

BACKGROUND:

Governor Greg Abbott signed two bills impacting municipality's ability to regulate exterior building materials and imposes requirements on approvals of plats or subdivisions.

House Bill 2439 (H.B. 2439) prohibits cities from regulating exterior materials on buildings. House Bill 3167 (H.B. 3167) specifies local governments must cite and specify any disapprovals or conditions of approval for plats or subdivision of land. H.B. 3167 also identifies specific procedures and timing for reviewing plats.

The Planning Division and Legal Department will provide a presentation of findings, impacts, and options responding to the new state laws.

FINANCIAL IMPLICATIONS:

There are no financial implications on the current and future operating budgets regarding this request.

IMPACT ON COMMUNITY SUSTAINABILITY:

There shall be impacts on how the city can regulate the appearance of building elevations and review and take action on plats and subdivisions.

STAFF RECOMMENDATION/ACTION DESIRED:

No action.



City of Carrollton

Agenda Memo

File Number: 4432

Agenda Date: 7/23/2019

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Minutes

Agenda Number: *9.

CC MEETING: July 23, 2019

DATE: July 17, 2019

TO: Erin Rinehart, City Manager

FROM: Laurie Garber, City Secretary/Admin. Services Director

Consider Approval Of The July 9, 2019 Regular Meeting Minutes.

**CARROLLTON CITY COUNCIL
REGULAR MEETING AND WORKSESSION
JULY 9, 2019**

The City Council of the City of Carrollton, Texas convened in a Regular Meeting and Worksession on Tuesday, July 9, 2019 at 5:45 pm with the following members present; Mayor Kevin Falconer, Mayor Pro Tem Young Sung, Deputy Mayor Pro Tem Frances Cruz, Councilmembers John Sutter, Glen Blanscet, Mike Hennefer, Pat Cochran and Steve Babick. Also present were City Manager Erin Rinehart, Assistant City Managers Marc Guy, Bob Scott and Chrystal Davis, City Attorney Meredith Ladd and City Secretary/Admin Services Director Laurie Garber.

5:45 P.M. – COUNCIL BRIEFING ROOM

***** PRE-MEETING/**

Mayor Falconer convened the meeting at 5:50 pm.

- 1. Receive information and discuss Agenda.**

Mayor Falconer recessed the Worksession at 7:03 pm to convene in Regular Meeting.

*****REGULAR MEETING 7:00 PM*****

Mayor Falconer convened the Regular Meeting at 7:13 pm.

INVOCATION – Councilmember Steve Babick

PLEDGE OF ALLEGIANCE – Scout Troops 753 and 119

PRESENTATIONS

- 9. Present A Proclamation Declaring July Parks & Recreation Month.**

CONSENT AGENDA

*(*All items marked with a single asterisk are part of a Consent Agenda and require no deliberation by the Council. Each Council member has the prerogative of removing an item from this agenda so that it may be considered separately. Contracts and agreements are available in the City Secretary's Office.)*

Councilmember Blanscet moved approval of Consent Agenda Items 10-19 and 21-25; second by Councilmember Babick and the motion was approved with a unanimous 7-0 vote.

MINUTES

- *10. Consider Approval Of The June 18, 2019 Regular Meeting Minutes.**
- *11. Consider Approval Of The June 14 & 15, 2019 Strategic Planning Session Minutes.**

BIDS & PURCHASES

***12. Consider Approval Of The Purchase Of Six (6) Dump Trucks For Various City Departments From Roush Truck Center Through An Inter-Local Agreement With BuyBoard In An Amount Not To Exceed \$826,328.00.**

***13. Consider Approval Of The Purchase Of One (1) Case 590SN Backhoe From Associated Supply Company Inc. Through An Inter-Local Agreement With BuyBoard In An Amount Not To Exceed \$120,082.00.**

***14. Consider Approval Of The Purchase Of One (1) Ford Cargo Transit Van From Sam Pack's Five Star Ford Through An Inter-Local Agreement With Tarrant County In An Amount Not To Exceed \$25,508.00.**

***15. Consider Approval Of The Purchase Of One (1) Chevrolet Colorado For Building Inspection From Reliable Chevrolet Through An Inter-Local Agreement With Tarrant County In An Amount Not To Exceed \$22,853.00.**

***16. Consider Approval Of The Purchase Of A Pre-Fabricated Restroom For Josey Ranch Sports Complex From Public Restroom Company Through An Inter-Local Agreement With BuyBoard In An Amount Not To Exceed \$467,375.00.**

***17. Consider Approval Of RFP #19-025 For Nursery Stock For The Parks Department To A Primary And Secondary Vendor In An Amount Not To Exceed \$83,000.00.**

CONTRACTS & AGREEMENTS

***18. Consider Approval Of Waiver Of Penalty And Interest On Property Account #121488DEN, In Accordance With Recommendation Of Denton County Tax Assessor/Collector And The Court Of County Commissioners.**

***19. Consider Authorizing The City Manager To Approve A Contract With Rumsey Construction, LLC For The Country Place Pond Improvements Project In An Amount Not To Exceed \$470,265.00.**

ORDINANCE

~~***20. Consider An Ordinance Granting To Oneor Electric Delivery Company LLC, A Franchise To Construct, Extend, Maintain And Operate In, Along, Under And Across The Present And Future Streets, Alleys, Highways, Public Ways And Other Public Property Of Carrollton, Texas An Electric Transmission And Distribution System.**~~

***21. Consider An Ordinance Amending The Operating And Capital Budget For The Fiscal Year October 1, 2018 Through September 30, 2019.**

***22. Consider An Ordinance Repealing Ordinance 3200 Regarding A Public/Private Agreement Incentive Program For Transit-Oriented Development.**

RESOLUTIONS

***23. Consider A Resolution Adopting A Public/Private Agreement Incentive Program for Transit-Oriented Development.**

***24. Consider A Resolution Authorizing The City Manager To Amend The Individuals Authorized To Invest Funds And Make Withdrawals From The Public Funds Investment Pool Known As “TexPool,” On Behalf Of The City.**

***25. Consider A Resolution Authorizing The City Manager To Enter Into Single-Family Rehabilitation Grant Incentive Agreements On Three Eligible Properties Located Within Neighborhood Empowerment Zones, In A Total Grant Amount Not To Exceed \$6,565.51.**

PUBLIC HEARING - INDIVIDUAL CONSIDERATION

26. Hold A Public Hearing And Consider An Ordinance Amending The Zoning On An 8.5-Acre Tract Zoned PD-102 For The (SF-12/20) Single-Family Residential District And Located At 2121 North Denton Drive To Amend PD-102 To Amend Development Regulations And Update The Conceptual Site, Landscape, And Building Elevation Plans; Amending The Official Zoning Map Accordingly. **Case No. PLZ2019-042 Sacred Heart Of Jesus.**

Chief Planner Loren Shapiro presented the case to redevelop and expand an existing church located between Denton Drive and Old Denton Road. He advised that the applicant proposed to replace an existing church with two buildings; a 20,000 sq ft church building and a pastoral building to the north of it. Additionally, they would provide a 3,000 sq ft storage building on the south side. He described the proposed landscaping along Old Denton and Denton Drive as well as landscaping along the south property line where there is an existing wood fence. The applicant requested to amend the PD to remove the requirement for a masonry wall along the south property line and along the peninsula portion. He explained that the current PD requires the masonry wall due to the single family zoning to the south and southeast. Staff recommended that the requirement be removed. He described the church exterior as brick with a clay or concrete roof for the church and pastoral building. He stated that the building on the west side would not change. The proposed storage building would consist of 70% brick on three sides and a metal material on the south façade with evergreen ornamental trees adjacent to the existing wood fence. Staff recommended approval.

Mark Mortimor, VAI Architects was present on behalf of the Sacred Heart of Jesus Christ to answer any questions.

Councilmember Hennefer complimented the proposed facility.

Councilmember Blanscet asked about the eastern elevation that runs parallel to North Denton Drive noting it would be the most traffic portion of the facility. Mr. Mortimor stated that while it is the back of the church, it would have some articulation and explained that the church is designed with a campus style so it faces into the existing building. He stated they intend to have it dressed up as much as possible but there wouldn't be as many openings as there are on the front. He added that the landscaping would help it not be as stark as it looks in the elevation exhibit.

Councilmember Babick acknowledged the need for the expansion and thanked the applicant.

Mayor Falconer opened the public hearing; there being no speakers, he closed the public hearing.

Councilmember Babick moved approval of Item 26 as stated in the agenda; second by Councilmember Sutter and the motion was approved with a unanimous 7-0 vote.

27. Hold A Public Hearing And Consider A Resolution Amending The Comprehensive Plan And The Future Land Use Map To Change An Approximately 3.1-Acre Site Located On The Northwest Corner Of Plano Parkway And Charles Road From Medium Intensity Office To Single-Family Attached Residential. Case No. 05-19MD1 Charles Ridge (Comprehensive Plan).

28. Hold A Public Hearing And Consider An Ordinance Amending The Zoning On An Approximately 3.1-Acre Tract Zoned PD-158 For The (CC) Corporate Commercial District Located On The Northwest Corner Of Plano Parkway And Charles Road To Amend Planned Development District 158 To Allow For The (SF-TH) Single-Family Townhouse Residential District With Development Standards; Amending The Official Zoning Map Accordingly. Case No. 05-19Z1 Charles Ridge (Zoning).

Mayor Falconer noted that Items 27 and 28 were companion items and would be heard simultaneously with separate action.

Mr. Shapiro presented Item 27 to change the Future Land Use Map from Medium Density Office to Single Family Attached for Townhome PD zoning. With regard to Item 28, the applicant requests to rezone the 3-acre property from corporate commercial planned development to allow a 24-unit townhome development. He described the proposed landscaping along the periphery of the property, especially along Charles Road where there would be canopy trees along the right-of-way and within the right-of-way with a license agreement. He noted that canopy trees would also be required in the rear yards of Building 1 as well as a screening of canopy trees along the north property line where there is an existing masonry wall. Additionally, there would be street trees on the front loaded lots; the masonry wall along Charles would continue southward along the east property line; enhanced landscaping on the corner; and ornamental metal fencing along Plano Parkway with brick or stone columns with ground cover and ornamental trees. He noted that the metal fence would not line up with the existing masonry wall to the north of the site at the far west end of the property because there is a right turn lane that goes onto Warmington Drive. Mr. Shapiro also talked about the request to reduce the right-of-way width from the required 50 ft to 45 ft and would maintain the standard 30 ft for pavement to allow circulation and access as well as on-street parking. Further he noted there would be on-site parking for guests on the west side. Mr. Shapiro stated there would be a single point of access and according to the Fire Department it would provide sufficient service because it would be two parallel 24 ft wide driveways.

Ari Moradi, Urban Corp., stated he was under contract to purchase the property and was available to answer questions.

Councilmember Hennefer asked the applicant the purpose for changing the land use. Mr. Moradi felt it is the best use for the neighborhood. He stated he met with the HOA on two occasions and they also felt the proposal was the best use rather than having a gas station on the corner or an office. Councilmember Hennefer noted his concern with the proposed ornamental metal fencing and asked the applicant for his thoughts. Mr. Moradi stated he was open to using either metal or masonry but felt the ornamental metal fence fit better along Plano Parkway noting the development on the east side of Charles Street. He also felt that having masonry on all three sides of the small property would make it look like a fortress for those living in the development.

Deputy Mayor Pro Tem Cruz agreed with the applicant that the proposed use flows with what is happening in the general area. She stated that her one concern was the single point of entry and asked if he had considered an entry from Plano Parkway. Mr. Moradi noted that traffic on Plano Parkway

zips through the area pretty fast and voiced concern with a second entrance. He also felt that due to the low number of units, one entry would accommodate the residents.

Mayor Falconer opened the public hearing and invited speakers to the podium.

Susan Hedberg, 2632 Rolling Meadow, stated she was concerned with maintaining the value of their homes. She talked about privacy needs as well as concerns with traffic flow and lighting. Mayor Falconer stated that the townhouse that is immediately adjacent to the single family cannot have windows on the second floor. He also noted that putting the entry closer to Plano Parkway would not be appropriate for stacking of the light.

There being no other speakers, Mayor Falconer closed the public hearing.

Councilmember Hennefer moved approval of Item 27; second by Mayor Pro Tem Sung. Councilmember Babick felt that from a land use perspective, the request was a good use of the land and felt it was appropriate for the adjoining neighborhoods. He acknowledged concern with the single point of entry noting the mitigating factors and stated he would vote in favor of the request. **The motion was approved with a unanimous 7-0 vote.**

Councilmember Babick moved approval of Item 28. Councilmember Hennefer asked that the motion be amended to require a masonry wall along Plano Parkway. Councilmember Babick stated he appreciates what the applicant was trying to attain and preferred to stand with his motion. **Motion seconded by Councilmember Sutter as submitted.**

Councilmember Blanscet asked about the proposed landscaping along the ornamental fence. Mr. Shapiro replied that it would be ornamental style trees and explained that there was a sanitary sewer easement just to the north and overhead power lines that would impact taller trees. Councilmember Blanscet discussed a need to address visibility of parked cars and walls. Mr. Shapiro suggested evergreen shrubs in addition to the ornamental trees for additional screening. Councilmember Blanscet agreed that the proposal was a far better use than what could be there as currently zoned. Councilmember Hennefer noted that the applicant is okay with a masonry wall proposed and encouraged the Council vote against the motion followed by a motion to approve with a masonry wall.

Councilmember Hennefer moved to amend the motion to include a masonry wall; second by Councilmember Blanscet. Councilmember Babick noted that his motion was considerate of staff's work and the consideration and comments of the Planning Commission. He stated the he chose the ornamental fence because of the open feeling it would provide and encouraged Council to consider that and to vote to decline the amendment. Deputy Mayor Pro Tem Cruz asked how a wall, which would be bigger than an ornamental metal fence, would affect the landscape buffer. Mr. Shapiro replied that the buffer would probably be narrower and it would be necessary to consider the location of the sanitary sewer easement, but staff could find a way to make it work. Deputy Mayor Pro Tem Cruz noted that the wall could provide privacy to the homes against the traffic along Plano Parkway and as long as the landscape buffer would remain, she would be inclined to approve the amendment. Councilmember Sutter spoke in favor of the ornamental fence stating that the wall would provide privacy to the side of a building and wasn't sure it would be as important as the sense of space the ornamental fence would provide. He made a couple of other points and spoke in favor of defeating the amendment. Mayor Falconer stated that a great case could be made for either type of fence. Councilmember Cochran stated she is not in favor of a solid wall and that she was also concerned about the visibility aspect, and suggested a combination. Mayor Pro Tem Sung addressed the noise aspect of the traffic along Plano Parkway. Mr. Moradi felt it was a good point, but did not feel a 6 ft wall

would provide much noise reduction noting it would not be a sound barrier. He stated the townhomes face inward and there wouldn't be much view out to Plano Parkway. Mr. Shapiro clarified that in reviewing the documents, there would be very little room between the 15 ft sanitary sewer easement and the property line to have the masonry wall and he noted the challenge if work was needed on the sewer line. He added that staff is okay with the brick columns because those would not be a solid wall.

Mayor Falconer stated the amendment to the original motion is to require a solid masonry wall along Plano Parkway rather than an ornamental metal fence and called the question. **The motion to amend failed with a 2-5 vote, Babick, Cochran, Cruz, Sung and Sutter opposed.**

Deputy Mayor Pro Tem Cruz stated that whether there is a wall or an ornamental fence, the project would look fabulous. She felt the landscaping would make it pop and felt it was very important that Plano Parkway have a nice visual impact.

Mayor Falconer called for the vote on the original motion to approve. **The motion was approved with a unanimous 7-0 vote.**

29. Hold A Public Hearing And Consider An Ordinance Amending The Zoning To Repeal Five Special Use Permits (SUP-54, SUP-115, SUP-212, SUP-251 And SUP-387); Amending The Official Zoning Map Accordingly. The Total Area Of The SUP Sites Is Approximately 7.7 Acres, Located At 1837 Hood Street; 2770 East Trinity Mills Road; 1720 North Josey Lane, Suite 106; 1200 Metrocrest Drive And 1200 North Josey Lane. Case No. PLSUP201900046 Repeal 5 SUPs.

Mr. Shapiro stated staff was requesting to remove the five SUPs because they are no longer in use and haven't been in many years.

Mayor Falconer opened the public hearing; there being no speakers, he closed the public hearing.

Deputy Mayor Pro Tem Cruz moved approval of Item 29; second by Councilmember Babick noting the importance to repeal unused special use permits, and the motion was approved with a unanimous 7-0 vote.

PUBLIC FORUM

30. Hearing of any citizen/visitor on items not listed on the regular meeting agenda. Citizens wishing to address the Council regarding items on the posted agenda will be called to speak during the Council's consideration of such items.

Citizens/visitors should complete an appearance card located on the table at the entrance to the City Council Chambers. Speakers must address their comments to the presiding officer rather than to individual Council members or staff; Stand at the podium, speak clearly into the microphone and state your name and address prior to beginning your remarks; Speakers will be allowed between 2 and 5 minutes for testimony; Speakers making personal, impertinent, profane or slanderous remarks may be removed from the room; Unauthorized remarks from the audience, stamping of feet, whistles, yells and similar demonstrations will not be permitted; No placards, banners or signs will be permitted in the Chambers or in any other room in which the Council is meeting. In accordance with the State Open Meetings Act, the City Council is restricted from discussing or taking action on items not listed on the agenda. Action can only be taken at a future meeting.

No speakers.

Mayor Falconer adjourned the Regular Meeting at 8:21 pm and announced that the Council would reconvene in Worksession.

*****WORKSESSION*****

Mayor Falconer convened the Worksession at 8:25 pm.

6. Receive An Update From Gold Medal Pools, LLC Regarding The Rosemeade Aquatic Center Project.

Mayor Falconer noted that the completion deadline was missed again.

Parks & Recreation Director Scott Whitaker provided an update to the report provided a month ago. With regard to the partnership with Farmers Branch, he stated there have been 3,161 Carrollton visits and 37 season passes sold. Mayor Falconer noted that the missed deadlines have now affected the Farmers Branch residents as well as Carrollton residents.

With regard to the 45 lifeguards hired, Mr. Whitaker explained that they have helped with summer camps and various departments but causing concerns about the impact this year and next year. He noted the lifeguards are not drawing the expected income and could affect return hires. He provided an updated financial impact of an expected August 2 opening and revenue loss. He stated the updated Gold Medal Pools expected completion date is July 26.

Josh Sandler, President and Craig Kuda, VP of Commercial Construction were present to provide an update and answer questions.

Mayor Falconer noted that the continued delay with opening has become a huge problem. He explained that he is an architect with an understanding of construction and stated this was a total failure on the part of Gold Medal Pools. He asked about their confidence level of reaching the new completion date. Mr. Kuda stated that with the tasks that are left, he felt it was attainable. He stated they are working long hours seven days a week. Mayor Falconer noted that the City is being penalized more than twice what Gold Medal Pools are being penalized and doesn't take into account the loss of credibility and the impact on the City of Farmers Branch who were gracious enough to open their pool to Carrollton residents. Mr. Kuda stated they are confident they will be done in a few weeks and offered to host the grand opening. He stated they would like to talk with the Council about other things they could do and noted they have the ability to make arrangements for residents to use Hawaiian Falls. Mayor Falconer stated he would like to see something that would not include a cost to the residents and asked if that was something that could happen before the Rosemeade complex is opened. ACM Chrystal Davis stated staff has contacted Hawaiian Falls and was advised that there are evenings available for group events. Mr. Kuda stated they would be willing to host something.

Mayor Pro Tem Sung asked for an explanation for the delays. Mr. Kuda stated it stems back to the start of the project with the amount of rain which caused delays with going vertical. He stated rain was the number 1 reason and also noted the challenge of hiring skilled workers.

Deputy Mayor Pro Tem Cruz addressed the impact to the residents of the pool not being open including swim meets and even choices made to not join swim teams because of the problem with where to practice. She stressed that the project was one of the big highlights of the Bond program that received excitement among the residents and due to Gold Medal Pools not being able to meet the deadlines,

caused the City to underperform. She felt that they need to provide more than one day at Hawaiian Falls at no cost to the residents to express their remorse.

Councilmember Blanscet stated that it hasn't rained as much since the last completion date was given and asked what the cause was for this deadline miss. Mr. Kuda stated that many things have to occur in a certain order and he explained there was a problem with the roofing contractor which compounded the delay with inside work. Mr. Sandler stated he has run construction for 30+ years and has focused on the Carrollton project exclusively reiterating that they have been working seven days a week. He apologized and stated he did not think it would take this long to get the job done and for failing to meet the City's expectations. He stated they will finish in two weeks and would finish strong. Mayor Falconer stated he defended Gold Medal Pools to the staff which made him look bad because they didn't perform. He expressed his skepticism that the project would be completed in two weeks. He agreed that Gold Medal Pools needs to host two special events for residents and do it fast.

Councilmember Sutter stated he was as upset as the other Council members and expressed his aggravation that the project is still not finished. He questioned if they have doubled the crew because of the problems and noted the blame on other contractors, trades and weather. He stated his lack of confidence that they will complete the project.

Councilmember Babick suggested it was up to Gold Medal Pools to let staff know what they would do to compensate the residents because how they end this relationship is going to be a function of that. He underscored that this is a business deal and at this point the type of reference they receive from the City is what they are working for. He agreed with earlier comments and stated that he hopes they find it in themselves to propose something that wows the City in the end.

Deputy Mayor Pro Tem Cruz talked about the costs of staff time and also voiced concern about quality control. Mr. Kuda referred to the checks and balances in place by the City and Mr. Sandler stated they perform quality work and if something is not right, they fix it; it's what we've always done. He humbly apologized again, stated he understands the City is upset with him as they should be and stated he is upset with himself. Deputy Mayor Pro Tem Cruz stated she appreciates them being at the meeting knowing it is not easy to hear the City's dissatisfaction and stated it is now their opportunity to end well or with a bad reference.

Councilmember Hennefer asked if they were using subs or their own employees and Mr. Sandler replied that about 80% were their employees. Councilmember Hennefer stated he is angry and stated the City and the staff looks incompetent because of Gold Medal Pools. He stated he would not be agreeable to allowing them to host an event to promote themselves. He felt the City needs to protect its interest, protect its image and seek remedies as listed in the contract.

Mayor Falconer closed the discussion and thanked Mr. Kuda and Mr. Sandler for attending.

5. Discuss The Information Technology Department's Proposed Adjustments To The Base Budget For Fiscal Year 2020 And Their Relation To Ongoing Major Projects.

Andy Horn, Interim Director of Information Technology provided a briefing regarding the FY 20 budget request. He stated that the IT function was first outsourced in 1996 but as things have evolved staff is looking at bringing key areas of responsibility back inside and utilizing contract work when appropriate to help find the right fit. He explained that the City partners with a group called Gartner, a well respected source of information and talked about key rules and roles. He addressed the need for additional contract and full time personnel, and specifically discussed the role of a Project Manager,

Business Analyst, Financial and Management Analyst, and a Risk and Security Engineer. Mr. Horn stated that the IT field has changed; the City was structured in a way that worked at that time and now there are some places we can grow and be a better organization for future success.

Mayor Falconer agreed that the City needs to be more proactive about the technology piece rather than reactive. Discussion was held and caution was encouraged with regard to hiring a large number of full time employees. ACM/CFO Bob Scott stated that the contract term ends in 2023 and when the contract was awarded in 2016, the Council mandated the desire for competition during the next contract opportunity. He stated that staff is trying to structure enough capacity in-house that the City can avoid one huge contractor if that's the way the Council wants to go. A huge in-house department is not the goal but there is a need for enough contract administrators to control the outsourcing so that it benefits the City. Mr. Horn stated that there are certain aspects of the industry that as a City, we could never do as well, but there are some, with oversight, that staff could do. He stated we can make sure that the outsource environment is a truly well-integrated solution that serves everyone here and the public to the best that we can.

Mayor Falconer thanked him for the presentation.

4. Discuss Council Liaison And Sub-Committee Appointments.

Mayor Falconer referred to the discussion during the Strategic Planning Session of moving away from Board Liaisons and moving to observers. With regard to Sub-Committee appointments, he asked for patience because there were some other things he was looking at and asked that they only discuss the Board Observers. After a brief discussion, City Secretary Laurie Garber stated she could develop a rotation for the year. Mayor Falconer stated an item would be scheduled on a future agenda to discuss sub-committee appointments.

7. Receive Briefing On A Water Line Flushing Pilot Program.

Jody Byerly, Director of Public Works, presented a pilot program proposal to proactively address concerns related to water quality issues on dead end water mains. He explained that the Texas Commission on Environmental Quality (TCEQ) requires utilities to flush every dead-end main once a month which equals to about a million gallons a day. He advised that one employee is dedicated to this work with help from other public works staff equaling 2 full time employees. He stated that the number of locations requiring flushing has grown to about 430 as consumption dropped. He suggested partnering with residents who have sprinkler systems to draw stale water from the very end of the line throughout the month. Doing so would reduce the amount of water flushed, maintain a consistent water quality throughout the month and eliminate pressure drops during monthly flushing.

Proposed Pilot Program

- Contacting 2 or 3 residents at the end of the cul de sacs to participate
- Each resident would be asked to run their system a few times a week
- They would be reimbursed for additional water used and provided a free irrigation system audit by a licensed irrigator
- Public Works would monitor water quality during the test and tweak amounts if needed
- The pilot would last six months to monitor quality during varying weather conditions

Mayor Falconer commended the staff for working to develop a possible solution. Mr. Byerly stated the proposed program would go through February to assess the program in colder months when people generally don't use as much water.

No objections were raised and the Council voiced enthusiasm about the pilot program.

8. Mayor and Council reports and information sharing.

Mayor Falconer adjourned the Worksession at 9:32 pm and announced that Council would move into Executive Session.

*****EXECUTIVE SESSION*****

2. Council convened in **Executive Session at 9:35 pm** pursuant to Texas Government Code:
 - **Section 551.071** for private consultation with the City Attorney to seek legal advice with respect to pending and contemplated litigation and including all matters on this agenda to which the City Attorney has a duty under the Texas Rules of Discipline and Professional Conduct regarding confidential communication with the City Council.
 - Zoning And Takings Claim
 - **Section 551.087** to discuss Economic Development.
3. Council **reconvened in Open session at 10:00 pm** to consider action, if any, on matters discussed in the Executive Session. No action taken.

Mayor Falconer noted that the previously scheduled meeting dates for September and October would be moved to September 3rd and 17th, and October 15th, 2019.

ADJOURNMENT - Mayor Falconer adjourned the meeting at 10:00 pm.

ATTEST:

Laurie Garber, City Secretary

Kevin W. Falconer, Mayor



City of Carrollton

Agenda Memo

File Number: 4428

Agenda Date: 7/23/2019

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Bid/Purchases

Agenda Number: *10.

CC MEETING: July 23, 2019

DATE: July 16, 2019

TO: Erin Rinehart, City Manager

FROM: Bob Scott, Assistant City Manager and Chief Financial Officer

Consider Authorizing The City Manager To Approve RFP # 19-036 Rebid Of The Veteran's Memorial Plaza For The City, In An Amount Not To Exceed \$472,000.00.

BACKGROUND:

The city set aside funds to design and construct a Veterans Memorial Plaza. Designs were presented and approved by Council. A Request for Proposal was first issued in March of 2019; however initial bid proposals came in considerably over the \$250,000 approved budget amount and both bids were rejected.

In an attempt to meet the approved budget amount, the materials specified for the project were reevaluated, revised and a second Request for Proposal was issued in May. Unfortunately, the second attempt proved unsuccessful as one proposal was rejected (in accordance to state procurement laws) and the remaining four proposals (though lower than the initial bids proposals) came in over budget.

To address the ongoing budget issue, Parks staff worked diligently with the designer on re-evaluating the project scope and specifications. Staff also reached out to previous bidders for recommendations on project revision and or reductions. Based on the feedback received, staff issued a third revision of the proposal; the revisions included changes to materials, finishes, as well as offering alternative finishing to the memorial plaza. Despite continued efforts, proposals again came in over budget.

FINANCIAL IMPLICATIONS:

The goods and services required for RFP 19-036 will be purchased from budgeted funds for the accounting unit and amounts as listed below.

<u>ACCOUNTING UNIT</u>	<u>ACCOUNT LINE ITEM</u>	<u>BUDGET AMOUNT</u>
Veteran's Memorial Plaza Project		\$472,000.00

Due to the lowest bid being over the approved budgeted amount of \$250,000, staff is requesting the additional \$222,000.00 from Park's capital contingency funds.

<u>AMOUNT</u>	<u>SERVICE DESCRIPTION</u>
\$250,000.00	Approved Budget Amount
\$222,000.00	Park's Capital Contingency

STAFF RECOMMENDATION/ACTION DESIRED:

Staff's recommendation is to award QuickSet Concrete Inc. for an amount not to exceed \$472,000.00. This includes a 10% contingency amount.



City of Carrollton

Agenda Memo

File Number: 4421

Agenda Date: 7/23/2019

Version: 1

Status: Consent Agenda

In Control: City Council

File Type:
Contracts/Agreements

Agenda Number: *11.

CC MEETING: July 23, 2019

DATE: July 15, 2019

TO: Erin Rinehart, City Manager

FROM: Andy Horn, Interim Director of Information Technology

Consider Approval Of The Purchase And Installation Of Microwave Network Equipment From Alpha Omega Wireless, In An Amount Not To Exceed \$593,469.65.

BACKGROUND:

To resolve the increased demand in bandwidth on the City's network, these improvements will raise the speeds of the microwave system from 200 Mbps (megabytes per second) to 1 Gbps (gigabytes per second) across all five segments of the City of Carrollton's communication ring. Additionally the bandwidth of six point-to-point spur routes will increase from 50-100 Mbps to 400 Mbps.

Existing hardware is over five years old and limited to bandwidth below the needs of the City. These efforts are part of existing improvement projects within the IT Department which impact the overall network (IT13, IT20, IT21, IT31, and IT39).

The resulting project will provide increased bandwidth for improved communications between departments located at various city locations and facilitating the efforts of other Departments, such as the "advanced traffic monitoring" system (BUS4). This increase should sustain City operations for the life of the involved hardware, which is capable of expansion to higher speeds if necessary.

Alpha Omega Wireless is a member of the Texas Department of Information Resources (DIR) cooperative purchasing agreement, identification number DIR-TSO-4012.

FINANCIAL IMPLICATIONS:

Total cost of the purchase installation, and maintenance for the telecommunication equipment will be approximately \$593,469.65, including a 10 percent contingency. Funding was budgeted for this project within the "WAN Upgrade" capital project (#854105-118540199).

STAFF RECOMMENDATION/ACTION DESIRED:

Staff recommends approval to purchase and install telecommunication equipment from Alpha Omega Wireless through DIR pricing in an amount not to exceed \$593,469.65.



City of Carrollton

Agenda Memo

File Number: 4424

Agenda Date: 7/23/2019

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Ordinance

Agenda Number: *12.

CC MEETING: July 23, 2019

DATE: July 15, 2019

TO: Erin Rinehart, City Manager

FROM: Scott Whitaker, Director of Parks & Recreation

Consider An **Ordinance Amending Title XIII, Chapter 133 Of The Carrollton Code Of Ordinances Regarding General Policies And Guidelines.**

BACKGROUND:

This item proposes changes to the city's ordinance regarding Parks and Recreation General Policies and Guidelines. The amendments were drafted based on changes to operating procedures and to simplify the language. A few changes to note were the removal of the Carrollton Little League Youth Association, which dissolved in 2018, and the addition of rental procedures for the Rosemeade Practice Fields that were opened in the Spring of 2018.

FINANCIAL IMPLICATIONS:

There are no financial implications with these revisions. No fee changes are proposed.

STAFF RECOMMENDATION/ACTION DESIRED:

Staff presented the proposed changes to the Park Board at the June 24 meeting. Park Board members and staff recommend approval of the ordinance, as amended.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, REVISING TITLE XIII, CHAPTER 133 PARKS AND RECREATION OF THE CARROLLTON CITY CODE TO AMEND SECTION 133.31 TO INCORPORATE THE PROVISIONS OF CHAPTER 34 OF THE CARROLLTON CITY CODE AND TO CORRECT A TERM IN THE PROVISION; TO AMEND SECTION 133.32 TO REVISE THE GENERAL POLICIES AND GUIDELINES REGARDING YOUTH ASSOCIATIONS, ADULT SPORTS, ANNUAL INFORMATION SUBMISSIONS, PRACTICE FIELD AVAILABILITY, NOTICE REQUIREMENTS, KEY RETURNS, AND FACILITY ALLOCATION; AND TO IMPROVE THE GENERAL ORGANIZATION OF THE ABOVE STATED SECTIONS; PROVIDING PENALTY, SAVINGS, SEVERABILITY AND REPEALER CLAUSES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Carrollton, Texas (the “City”) is a Home Rule municipality possessing the full power of local self-government pursuant to Article 11, Section 5 of the Texas Constitution, Section 51.072 of Texas Local Government Code and its Home Rule Charter; and

WHEREAS, the City Council finds that amending Chapter 133 of the Carrollton City Code will increase the effectiveness and clarity of the rules, general policies, and guidelines of usage of athletic and recreational facilities controlled by the City; and

WHEREAS, the City Council, after determining all legal requirements of notice and hearing have been met, has further determined the following amendments to the Sign Regulations would provide for and would be in the best interest to safeguard life, health, property and public welfare.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CARROLLTON, TEXAS, THAT:

SECTION 1.

Section 133.02 Definitions of the Code of Ordinances, City of Carrollton, Texas, is hereby amended to read as follows:

“Section 133.02. Definitions.

For the purpose of this chapter the following definitions shall apply unless the context clearly indicates or requires a different meaning:

Association. A group of sports coaches, players, volunteers, and board members who represent a specific sport.

Director. The Parks and Recreation Director or his designee.

League. An organization that provides sports programming for people who participate in a specific sport.

Loiter. The walking around aimlessly without apparent purpose; lingering; hanging around; lagging behind; the idle spending of time; delaying; or sauntering and moving about where such conduct is not due to physical defects or conditions.

Organized Game. Any sporting event where two teams are playing each other and may have uniforms, officials, or spectators present.

Park. A park, reservation, playground, recreation center or any area in the City owned or used by the City, and devoted to active or passive recreation, including all planted medians, parkways, triangles and traffic circles maintained by the City.

Person. Any person, firm, partnership, corporation, association, company or organization of any kind.

Vehicle. Any conveyance employing wheel, track, laying devices, runners, fans or propellers, whether motor-powered, animal-drawn or self-propelled. The term shall include trailers of any size, kind or description. Exception is made for baby carriages and vehicles in the service of the City.”

SECTION 2.

Section 133.15 of the Code of Ordinances, City of Carrollton, Texas, is hereby amended to read as follows:

“Section 133.15 - Promulgation and posting of rules and regulations.

The Parks and Recreation Director shall recommend to the City Manager such rules and regulations as it deems best for the management of the public parks, and where these rules have been adopted for a specific park area and posted in a manner sufficiently to be seen by an ordinarily observant person within the specific park so regulated, any person found guilty of violating these rules shall be guilty of a misdemeanor.”

SECTION 3.

Section 133.31 of the Code of Ordinances, City of Carrollton, Texas, is hereby amended to read as follows:

“Section 133.31 Responsibility of Parks and Recreation Board.

It shall be the responsibility of the Parks and Recreation Board to:

- A. Act in accordance with Chapter 34 of the City Code of Ordinances;
- B. Periodically audit and review the effectiveness of this ordinance;
- C. Evaluate problems encountered by users and/or requesters of facilities; and
- D. Recommend changes to this ordinance to the City Council at those times as it or the Council deems necessary.”

SECTION 4.

That Section 133.32 of the Code of Ordinances, City of Carrollton, Texas, is hereby amended to read as follows:

“Section 133.32 General policies and guidelines.

- A. The Recognized Youth Associations within the City of Carrollton are as follows:
 - 1. Carrollton Aqua Racers
 - 2. Carrollton Farmers Branch Baseball Association
 - 3. Carrollton Farmers Branch Girls Softball Association
 - 4. Carrollton Farmers Branch Soccer Association
 - 5. Carrollton Youth Football League
- B. Associations desiring the use of City facilities must agree to and sign a facility use agreement and their association must be located within the City of Carrollton corporate limits.
- C. All associations must be recognized by the state of Texas as a non-profit organization.
- D. Eligibility requirements for youth sports participants:
 - 1. Youth eligibility is regulated by each individual association's organizational rules, but must allow for all Carrollton residents.
- E. All associations or teams playing on City fields must submit the following annually:
 - 1. Contact information of all board members in the association.
 - 2. Master schedule of all games to be played including dates, times, facilities, and teams are due to the City electronically **one week** prior to first scheduled game.
 - 3. All rosters that include the listing of the city of residence for each participant.
 - 4. Proof of non-profit status.
 - 5. All associations must submit a copy of bylaws and all bylaws must be in harmony with the policies of the City.
 - 6. Insurance: All associations or organizations must provide (and keep in force for the duration of the playing season) general liability insurance of the occurrence type written by an insurance company acceptable to the City. This insurance must have insurance limits of not less than \$1,000,000 CSL (combined single limit). The insurance certificate must list the City as an Additional insured with a notice of cancellation clause

of not less than 30 days. Insurance certificate must be on file prior to any practices or games.

F. Any participant of an association shall have the right to request and receive a report of all revenues, expenses, and any other financial information from any association using City facilities for leagues, tournaments, or concessions.

1. All associations must submit an annual report to the City to include all of the above information along with a copy of their most recent tax return.

G. The City may terminate the use of City facilities for any failure to comply with established policies.

H. Facility use guidelines

1. Closed Fields

- i. A closed field will be any field that is not open due to a determination made by the Director,
- ii. The Director is authorized to close any athletic field for inclement weather, maintenance requirements, or to protect the playing surface from damage.
- iii. In most cases, the City will update the rainout line and lock gates for closed fields.
- iv. No association shall provide maintenance on any field unless authorized in advance and in writing by the Director.
- v. If there has been rain before a weekday game, coaches may check the rainout line after 4:00 p.m. to verify whether facilities are playable. Some decisions may be made as late as 6:00 p.m. in extreme cases.
- vi. Prior to each season, the City may designate rest days for maintenance during that season.
- vii. If fields are damaged during a closure for any reason, the repair of damages will be charged to the person responsible for the field rental.

2. Parking

- i. All participants must park in designated areas.
- ii. Motorized vehicles are prohibited on walkways, grass and trails.
- iii. All vehicles are subject to ticketing and/or towing at the owner's expense.

3. Practices

- i. Rosemeade Practice fields are available for teams under 9 years of age that are registered with a recognized youth baseball, softball or soccer association. Each team is limited to one (1) hour per week and space is available to be reserved Monday – Friday evenings during the spring and fall seasons.
- ii. All teams, other than those described in H(3)(i) of this section, must request a permit and pay for any practice time on or in City athletic facilities. **It is unlawful for any team or association to conduct organized practices on any athletic field without the required permit.**

- iii. Practice fields in neighborhood parks shall not require a permit. They are first come, first served. There shall be no organized games on neighborhood practice fields.
 - iv. Each Recognized Youth Association will be allotted one free week of practices/scrimmages the week prior to their regular season(s). Associations are responsible for scheduling teams and communicating their facility needs with the City no less than one week in advance.
 - v. Due to the specialized nature of their sports, Carrollton Youth Football and Carrollton Aqua Racers will be provided access to facilities for practice. Practice schedules must be provided to the City by the association no less than one week in advance.
4. Make-up Games
- i. **All league make-up games and non-scheduled games must be approved in advance by the City. Notice of make-up games must be provided at least 48 hours in advance.** No game shall be rescheduled for any reason other than inclement weather or electrical failures. Any other reason for rescheduling must be submitted in writing for review and approval by the Director.
 - ii. All associations wanting to extend the season from its original request must submit a request in writing to the City.
 - iii. Granting or denying the association's request shall be within the discretion of the City.
5. Keys
- i. The president of each association must submit a key request to the parks office for review and approval by the Director.
 - ii. Keys need to be returned at the end of each season.
 - iii. Lost keys may result in a complete changing of the locks at the association's expense and loss of key privileges.
6. Litter Removal
- i. All associations and individual user-groups are responsible for cleaning up playing surface and surrounding areas of athletic complexes. Failure to comply may result in loss of playing privileges. Absolutely no glass containers shall be allowed at any park.
7. Lights
- i. Access will be given to two (2) specified board members to control lights using the Musco Control Link System at designated facilities during league games only.
 - ii. Any association that abuses the use of the lights will lose access to the Musco Control Link System.
8. Concessions
- i. Recognized Youth Associations may operate their designated concession stands on a schedule determined by the Director. If the association chooses not to operate the stand during league games,

tournaments or special events, the City may operate the concession stand in whatever manner the Director deems appropriate.

- ii. In the case where associations share a concession stand, the two associations must come to an agreement amongst themselves. In cases in which there is no agreement, the City may operate the concession stand in whatever manner the Director deems appropriate. Game days supersede practices when deciding who will have use of the stand.
- iii. All concession stands must meet the City's Environmental Services Department Guidelines.
- iv. All associations are responsible for the cleanliness of each stand they operate. Failed Health inspections may result in loss of rights to operate.
- v. All associations are required to purchase all soft drink supply from the City's current contracted vendor unless otherwise approved by the City.
- vi. The City may supply water, electricity, and make needed repairs to the concession stand. If the City finds the concession stand dirty from food or other items, the association will be charged \$25 per hour for each employee needed to clean the facility.
- vii. All associations must collect and remit all applicable sales tax for items sold on City property.
- viii. Failure to comply with State law, the Carrollton Code of Ordinances, or park rules established by the City may result in the loss of rights to operate.

9. Field Maintenance

- i. No association shall provide any type of field maintenance, including the use of any product for drying infields and marking lines, unless a written request is submitted and approved by the Director.

10. Alcohol in Parks

- i. It is unlawful to possess or consume alcoholic beverages within any City park or athletic/recreation facility.

11. Scoreboard Control Boxes

- i. Control boxes will be available to each association throughout each season.
- ii. If an association loses or damages the control boxes, that association will reimburse the City for replacement parts or repairs, including wires and inserts to boxes.

12. Goal Posts

- i. All goal posts shall remain secured in the ground at all times. No association or any user-group is permitted to move goal posts without express approval from the Director. Failure to comply may result in loss of rights to use the facility.
- ii. Tape is not permitted as a method of securing nets to soccer goal posts.

13. Coaches Certification for Recognized Youth Associations

- i. Each association is responsible for having all coaches certified through a state or national organization, or through the City's certification program. The association is responsible for all costs of the certification.
- ii. Certifications must include a minimum of \$1,000,000 of liability insurance and background checks.
- iii. Each association shall submit rosters of certified coaches to the City.

14. Criminal History Background Checks for Recognized Youth Associations

- i. All recognized youth associations are required to conduct criminal history background checks on all coaches and volunteers associated with any team or association.

15. Age Cut-off

- i. All associations set age cut-off dates in conjunction with their governing body or parent organization.
- ii. All participants are placed in age divisions based on their age as of the current year of each date set by the association by laws.
- iii. Dates can be changed subject to approval by the City.

16. Facility Allocation

- i. Primary Facilities used by Recognized Youth Associations for league games
 1. Carrollton Farmers Branch Youth Soccer
Veterans Soccer Complex Fields A-E and R.E. Good Soccer Complex Fields 1-5
 2. Carrollton Farmers Branch Baseball Association
McInnish Baseball Fields 6-9, and 12-15
 3. Carrollton Farmers Branch Girls Softball
Josey Ranch Fields 1-4
 4. Carrollton Youth Football
Josey Ranch Field 5 and Thomas Football Field 3
 5. Carrollton Aqua Racers
Rosemeade Rainforest Aquatic Complex
- ii. The Director may make changes to the allocations based on registration numbers for each association.

I. Scheduling/Reservations

1. The Director will make final decisions regarding permit issuance, scheduling, and field allocation.
2. All season requests must be made in writing by each association and submitted to the City no later than one month prior to opening day of each season. Requests must include the following information:
 - i. Specific facilities being requested
 - ii. Beginning and ending dates of season
 - iii. Estimated days and times each facility is needed
3. All associations must submit game schedules to the City no less than one week prior to opening day each season.

4. All City programs or events scheduled by the City have first priority on any athletic facility.
5. All Recognized Youth Associations will have second priority on any athletic facility listed in this subsection.
6. All primary seasons will have priority over secondary or off-season sports. Each association must designate primary season.
7. All other user-groups must obtain a permit from the Director. Individual teams of associations must obtain and pay for field use.
8. The Director may restrict any reservation length, time, and/or frequency.
9. All playoff dates must be submitted as part of the season schedule.
10. Failure to meet required deadlines could result in loss of priority use or use of facilities.

J. Tournaments

1. Each association may hold one tournament per year with no field rental charge.
2. The City may host any Regional, State, or National tournament which would take precedence over any other tournament.
3. Tournament requests follow the same guidelines stated in this subsection.

K. Clinics or Camps

1. Any clinic or camp request must be submitted to the City for approval.
2. The clinic or camp host will pay field rental fees and a negotiated fee from sales or gate fees.
3. Clinics and camps are secondary to all league play

L. Vendor Fee

1. A negotiated fee will be paid to the City when money is taken for goods or services on City owned park property.

M. Field Rentals

1. Any person who does not sign a facility use agreement may rent fields based on availability in accordance with the policies and guidelines (except insurance and audit requirements) and after paying the fees in accordance with Chapter 31 of the City's Comprehensive Fee Schedule and signing a field rental agreement. All field rentals must be approved by the Director. A field rental permit issued by the Director must be shown if asked for by a representative of the City.

N. Annual Meeting

1. Upon request by the Director, each Recognized Youth Association shall meet with the City staff to review City ordinances and discuss expectations and field closures for the upcoming season/year.”

SECTION 5.

Any person violating a provision of this ordinance, upon conviction, is guilty of a misdemeanor offense punishable as provided in Section 10.99 of the Carrollton City Code.

SECTION 6.

Save and except as amended by this ordinance, all other ordinances of the City of Carrollton, Texas shall remain in full force and effect.

SECTION 7.

The provisions of this ordinance are severable in accordance with Section 10.07 of the Carrollton City Code. If any section, sub-section, paragraph, clause, phrase or provision of this ordinance, or its application to any person or circumstance shall be adjudged or held invalid, that invalidity shall not affect the provisions that can be given effect without the invalid provision or application.

SECTION 8.

This ordinance shall be cumulative of all provisions of ordinances of the City of Carrollton, Texas, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

SECTION 9.

This ordinance shall take effect immediately from and after its adoption and publication.

DULY PASSED AND APPROVED by the City Council of the City of Carrollton, Texas, this _____ day of _____, 2019.

Kevin W. Falconer, Mayor

ATTEST:

Laurie Garber, City Secretary

APPROVED AS TO FORM:

Susan Keller
Assistant City Attorney

APPROVED AS TO CONTENT:

Scott Whitaker
Parks and Recreation Director

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, ~~AMENDING THE CARROLLTON CITY CODE BY AMENDING~~ REVISING TITLE XIII, CHAPTER 133 PARKS AND RECREATION OF THE CARROLLTON CITY CODE TO AMEND, SECTIONS 133.31 TO INCORPORATE THE PROVISIONS OF CHAPTER 34 OF THE CARROLLTON CITY CODE AND TO CORRECT A TERM IN THE PROVISION 133.02, 133.15, 133.31 AND; 133.32 TO AMEND SECTION 133.32 TO REVISE THE GENERAL POLICIES AND GUIDELINES REGARDING YOUTH ASSOCIATIONS, ADULT SPORTS, ANNUAL INFORMATION SUBMISSIONS, PRACTICE FIELD AVAILABILITY, NOTICE REQUIREMENTS, KEY RETURNS, AND FACILITY ALLOCATION; AND TO IMPROVE THE GENERAL ORGANIZATION OF THE ABOVE STATED SECTIONS OF ATHLETIC ACTIVITIES AND THE RULES AND REGULATIONS OF THE PARKS AND RECREATION CODE; REPEALING SECTION 133.33; PROVIDING PENALTY, SAVINGS, AND SEVERABILITY AND REPEALER CLAUSES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Carrollton, Texas (the “City”) is a Home Rule municipality possessing the full power of local self-government pursuant to Article 11, Section 5 of the Texas Constitution, Section 51.072 of Texas Local Government Code and its Home Rule Charter; and

WHEREAS, the City Council finds that amending Chapter 133 of the Carrollton City Code will increase the effectiveness and clarity of the rules, general policies, and guidelines of usage of athletic and recreational facilities controlled by the City; and

WHEREAS, the City Council, after determining all legal requirements of notice and hearing have been met, has further determined the following amendments to the Sign Regulations would provide for and would be in the best interest to safeguard life, health, property and public welfare.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CARROLLTON, TEXAS, THAT:

SECTION 1.

Section 133.02 Definitions of the Code of Ordinances, City of Carrollton, Texas, is hereby amended to read as follows:

“Section 133.02. Definitions.

For the purpose of this chapter the following definitions shall apply unless the context clearly indicates or requires a different meaning:

Association. A group of sports coaches, players, volunteers, and board members

who represent a specific sport.

Director. The Parks and Recreation Director or his designee.

League. An organization that provides sports programming for people who participate in a specific sport.

Loiter. The walking around aimlessly without apparent purpose; lingering; hanging around; lagging behind; the idle spending of time; delaying; or sauntering and moving about where such conduct is not due to physical defects or conditions.

Organized Game. Any sporting event where two teams are playing each other and may have uniforms, officials, or spectators present.

Park. A park, reservation, playground, recreation center or any area in the City owned or used by the City, and devoted to active or passive recreation, including all planted medians, parkways, triangles and traffic circles maintained by the City.

Person. Any person, firm, partnership, corporation, association, company or organization of any kind.

Vehicle. Any conveyance employing wheel, track, laying devices, runners, fans or propellers, whether motor-powered, animal-drawn or self-propelled. The term shall include trailers of any size, kind or description. Exception is made for baby carriages and vehicles in the service of the City.”

SECTION 2.

Section 133.15 of the Code of Ordinances, City of Carrollton, Texas, is hereby amended to read as follows:

“Section 133.15 - Promulgation and posting of rules and regulations.

The Parks and Recreation Director shall recommend to the City Manager such rules and regulations as it deems best for the management of the public parks, and where these rules have been adopted for a specific park area and posted in a manner sufficiently to be seen by an ordinarily observant person within the specific park so regulated, any person found guilty of violating these rules shall be guilty of a misdemeanor.”

SECTION 3.

Section 133.31 of the Code of Ordinances, City of Carrollton, Texas, is hereby amended to read as follows:

“Section 133.31 Responsibility of Parks and Recreation Board.

It shall be the responsibility of the Parks and Recreation Board to:

- A. Act in accordance with Chapter 34 of the City Code of Ordinances;
- B. Periodically audit and review the effectiveness of this ordinance;
- C. Evaluate problems encountered by users and/or requesters of facilities; and
- D. Recommend changes to this ordinance to the City Council at those times as it or the Council deems necessary.”

SECTION 4.

That Section 133.32 of the Code of Ordinances, City of Carrollton, Texas, is hereby amended to read as follows:

“Section 133.32 General policies and guidelines.

A. The Recognized Youth Associations within the City of Carrollton are as follows:

1. Carrollton Aqua Racers
2. Carrollton Farmers Branch Baseball Association
3. Carrollton Farmers Branch Girls Softball Association
4. Carrollton Farmers Branch Soccer Association
5. Carrollton Little League

6. Carrollton Youth Football League

B. Associations desiring the use of City facilities must agree to and sign a facility use agreement and ~~must confine~~ their association must residebe located within the City of Carrollton corporate limits.

C. All associations must be recognized by the state of Texas as a non-profit organization.

D. Eligibility requirements for youth sports participants:

1. Youth eligibility is regulated by each individual association's organizational rules, but must allow for all Carrollton residents.

E. ~~Eligibility requirements for participating in adult sports:~~

1. ~~Carrollton welcomes both residents and non residents to participate in adult sports.~~
2. ~~Fees may vary based on residency.~~

F. All associations or teams playing on City fields must submit the following annually:

1. Contact information of all board members in the association.
2. Master schedule of all games to be played including dates, times, facilities, and teams are due to the City electronically **one week** prior to first scheduled game. ~~This includes a~~
2. All rosters ~~with that include the listing of the city of address~~
3. residence for each participant.
3. Proof of non-profit status.

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~~4.5.~~ All associations must submit a copy of bylaws and all bylaws must be in harmony with the policies of the City.

~~5.6.~~ Insurance: All associations or organizations must provide (and keep in force for the duration of the playing season) general liability insurance of the occurrence type written by an insurance company acceptable to the City. This insurance must have insurance limits of not less than \$1,000,000 CSL (combined single limit). The insurance certificate must list the City as an Additional insured with a notice of cancellation clause of not less than 30 days. Insurance certificate must be on file prior to any practices or games.

G. Any participant of an association shall have the right to request and receive a report of all revenues, expenses, and any other financial information from any association using City facilities for leagues, tournaments, or concessions.

1. All associations must submit an annual report to the City to include all of the above information along with a copy of their most recent tax return.

H. The City may terminate the use of City facilities for any failure to comply with established policies.

I. Facility use guidelines

1. Closed Fields

i. A closed field will be any field that is not open due to a determination made by the Director,

ii. The Director is authorized to close any athletic field for inclement weather, maintenance requirements, or to protect the playing surface from damage.

iii. In most cases, the City will post signs~~update the rainout line~~ and lock gates ~~at~~for closed fields.

iv. No association shall provide maintenance on any field unless authorized in advance and in writing by the Director.

v. If there has been rain before a weekday game, coaches may ~~call~~ check the rainout line after 4:00 p.m. to verify whether facilities are playable. Some decisions may be made as late as 6:00 ~~PM~~ p.m. in extreme cases. ~~All league presidents must advise their participants that only coaches may call the rain out number. Coaches should then notify their team.~~

vi. Prior to each season, the City may designate rest days for maintenance during that season.

~~vii. All soccer fields will be closed for overseeding for a two week period during the months of September and October on dates determined by the Director, and during the last two weeks of June and all of July for maintenance unless otherwise determined by the Director. All fields will be closed during the month of December and first two weeks of January.~~

~~viii.~~vii. If fields are damaged during a closure for any reason, the repair of damages will be charged to the person responsible for the field rental.

2. Parking

- i. All participants must park in designated areas. Motorized vehicles are prohibited on walkways, grass and trails. All vehicles are subject to ticketing and/or towing at the owner's expense.
3. Practices
 - i. Rosemeade Practice fields are available for teams under 9 years of age that are registered with a recognized youth baseball, softball or soccer association. Each team is limited to one (1) hour per week and space is available to be reserved Monday – Friday evenings during the spring and fall seasons.
 - ii. All other teams must request a permit and pay for any practice time on or in City athletic facilities. **It is unlawful for any team or association to conduct organized practices on any athletic field without proper permit.**
 - iii. Practice fields in neighborhood parks shall not require a permit. They are first come, first served. There shall be no organized games on neighborhood practice fields.
 - iv. Each Recognized Youth Association will be allotted one free week of practices/scrimmages the week prior to their regular season(s). Associations are responsible for scheduling teams and communicating their facility needs with the City no less than one week in advance.
 - v. Due to the specialized nature of their sports, Carrollton Youth Football and Carrollton Aqua Racers will be provided access to facilities for practice. Practice schedules must be provided to the City by the association no less than one week in advance.
4. Make-up Games
 - i. **All league make-up games and non-scheduled games must be approved in advance by the City with at least 48 hours notice.** No game shall be rescheduled for any reason other than inclement weather or electrical failures. Any other reason for rescheduling must be submitted in writing for review and approval by the Director.
 - ii. All associations wanting to extend the season from its original request must submit a request in writing to the City.
 - iii. Granting or denying the association's request shall be within the discretion of the City.
5. Keys
 - i. The president of each association must submit a ~~completed~~ key request ~~form~~ to the athletics-parks office for review and approval by the Director.
 - ii. ~~A key audit will be performed on an annual basis. Keys need to be returned at the end of each season.~~
 - iii. Lost keys may result in a complete changing of the locks at the association's expense and loss of key privileges.
6. Litter Removal

- i. All associations and individual user-groups are responsible for cleaning up playing surface and surrounding areas of athletic complexes. Failure to comply may result in loss of playing privileges. Absolutely no glass containers shall be allowed at any park.
7. Lights
- i. Access will be given to two (2) specified board members to control lights using the Musco Control Link System at designated facilities during league games only.
 - ii. Any association that abuses the use of the lights will lose access to the Musco Control Link System.
8. Concessions
- i. Recognized Youth Associations may operate their designated concession stands on a schedule determined by the Director. If the association chooses not to operate the stand during league games, tournaments or special events, the City may operate the concession stand in whatever manner the Director deems appropriate.
 - ii. In the case where associations share a concession stand, the two associations must come to an agreement amongst themselves. In cases in which there is no agreement, the City may operate the concession stand in whatever manner the Director deems appropriate. Game days supersede practices when deciding who will have use of the stand.
 - iii. All concession stands must meet the City's Environmental Services Department Guidelines.
 - iv. All associations are responsible for the cleanliness of each stand they operate. Failed Health inspections may result in loss of rights to operate.
 - v. All associations are required to purchase all soft drink supply from the City's current contracted vendor unless otherwise approved by the City.
 - vi. The City may supply water, electricity, and make needed repairs to the concession stand. If the City finds the concession stand dirty from food or other items, the association will be charged \$25 per hour for each employee needed to clean the facility.
 - vii. All associations must collect and remit all applicable sales tax for items sold on City property.
 - viii. Failure to comply with State law, the Carrollton Code of Ordinances, or park rules established by the City may result in the loss of rights to operate.
9. Field Maintenance
- i. No association shall provide any type of field maintenance, including the use of any product for drying infields and marking lines, unless a written request is submitted and approved by the Director.
10. Alcohol in Parks

- i. It is unlawful to possess or consume alcoholic beverages within any City park or athletic/recreation facility.
- 11. Scoreboard Control Boxes
 - i. Control boxes will be available to each association throughout each season.
 - ii. If an association loses or damages the control boxes, that association will reimburse the City for replacement parts or repairs, including wires and inserts to boxes.
- 12. Goal Posts
 - i. All goal posts shall remain secured in the ground at all times. No association or any user-group is permitted to move goal posts without express approval from the Director. Failure to comply may result in loss of rights to use the facility.
 - ii. Tape is not permitted as a method of securing nets to soccer goal posts.
- 13. Coaches Certification for Recognized Youth Associations
 - i. Each association is responsible for having all coaches certified through a state or national organization, or through the City's certification program. The association is responsible for all costs of the certification.
 - ii. Certifications must include a minimum of \$1,000,000 of liability insurance and background checks.
 - iii. Each association shall submit rosters of certified coaches to the City.
- 14. Criminal History Background Checks for Recognized Youth Associations
 - i. All recognized youth associations are required to conduct criminal history background checks on all coaches and volunteers associated with any team or association.
- 15. Age Cut-off
 - i. All associations set age cut-off dates in conjunction with their governing body or parent organization.
 - ii. All participants are placed in age divisions based on their age as of the current year of each date set by the association by laws.
 - iii. Dates can be changed subject to approval by the City.
- 16. Facility Allocation
 - i. Primary Facilities used by Recognized Youth Associations for league games
 - 1. Carrollton Farmers Branch Youth Soccer
~~McInnish-Veterans~~ Soccer Complex Fields A-E and R.E.
Good Soccer Complex Fields 1-5
 - 2. Carrollton Farmers Branch Baseball Association
McInnish Baseball Fields 6-9, ~~11~~and 12-15
~~Josey Ranch Field 6~~
 - 3. Carrollton Farmers Branch Girls Softball
Josey Ranch Fields 1-4
 - ~~4. Carrollton Little League~~

~~Thomas Fields 1-2 and McInnish Baseball Fields 10, 12-15~~
~~5-4.~~ Carrollton Youth Football
Josey Ranch Field 5 and Thomas Football Fields 3
~~6-5.~~ Carrollton Aqua Racers
Rosemeade Rainforest Aquatic Complex

- ii. The Director may make changes to the allocations based on registration numbers for each association.

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J. Scheduling/Reservations

1. The Director will make final decisions regarding permit issuance, scheduling, and field allocation.
2. All season requests must be made in writing by each association and submitted to the City no later than one month prior to opening day of each season. Requests must include the following information:
 - i. Specific facilities being requested
 - ii. Beginning and ending dates of season
 - iii. Estimated days and times each facility is needed
3. All associations must submit game schedules to the City no less than one week prior to opening day each season.
4. All City programs or events scheduled by the City have first priority on any athletic facility.
5. All Recognized Youth Associations will have second priority on any athletic facility listed in this subsection.
6. All primary seasons will have priority over secondary or off-season sports. Each association must designate primary season.
7. All other user-groups must obtain a permit from the Director. Individual teams of associations must obtain and pay for field use.
8. The Director may restrict any reservation length, time, and/or frequency.
9. All playoff dates must be submitted as part of the season schedule.
10. Failure to meet required deadlines could result in loss of priority use- or use of facilities.

K. Tournaments

1. Each association may hold one tournament per year with no field rental charge.
2. The City may host any Regional, State, or National tournament which would take precedence over any other tournament.
3. Tournament requests follow the same guidelines stated in this subsection.

L. Clinics or Camps

1. Any clinic or camp request must be submitted to the City for approval.
2. The clinic or camp host will pay field rental fees and a negotiated fee from sales or gate fees.
3. Clinics and camps are secondary to all league play

M. Vendor Fee

1. A negotiated fee will be paid to the City when money is taken for goods or services on City owned park property.

N. Field Rentals

1. Any person who does not sign a facility use agreement may rent fields based on availability in accordance with the policies and guidelines (except insurance and audit requirements) and after paying the fees in accordance with Chapter 31 of the City's Comprehensive Fee Schedule and signing a field rental agreement. All field rentals must be approved by the Director. A field rental permit issued by the Director must be shown if asked for by a representative of the City.

O. Annual Meeting

1. Upon request by the Director, each Recognized Youth Association shall meet with the City staff to review City ordinances and discuss expectations and field closures for the upcoming season/year.”

SECTION 5.

~~Section 133.33 of the Code of Ordinances, City of Carrollton, Texas, is hereby repealed in its entirety.~~

Commented [SK1]: Repealed in 2015 ordinance – municode says this section is now reserved.

SECTION 6.

Any person, violating a provision of this ordinance, upon conviction, is guilty of a misdemeanor offense punishable as provided in Section 10.99 of the Carrollton City Code.

SECTION 76.

Save and except as amended by this ordinance, all other ordinances of the City of Carrollton, Texas shall remain in full force and effect.

SECTION 87.

The provisions of this ordinance are severable in accordance with Section 10.07 of the Carrollton City Code. If any section, sub-section, paragraph, clause, phrase or provision of this ordinance, or its application to any person or circumstance shall be adjudged or held invalid, that invalidity shall not affect the provisions that can be given effect without the invalid provision or application.

SECTION 8.

This ordinance shall be cumulative of all provisions of ordinances of the City of Carrollton, Texas, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

SECTION 9.

This ordinance shall take effect immediately from and after its adoption and publication.

DULY PASSED AND APPROVED by the City Council of the City of Carrollton, Texas, this
17th day of March, 20152019.

Mayor

~~Matthew Marchant~~Kevin W. Falconer,

ATTEST:

~~Krystle F. Nelinson~~Laurie Garber, City Secretary

APPROVED AS TO FORM:

Susan Keller
Assistant City Attorney

APPROVED AS TO CONTENT:

Scott Whitaker
Parks and Recreation Director

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City of Carrollton

Agenda Memo

File Number: 4429

Agenda Date: 7/23/2019

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Ordinance

Agenda Number: *13.

CC MEETING: July 23, 2019

DATE: June 28, 2019

TO: Erin Rinehart, City Manager

FROM: Bob Scott, Assistant City Manager

Consider An Ordinance Granting To Oncor Electric Delivery Company LLC, A Franchise To Construct, Extend, Maintain And Operate In, Along, Under And Across The Present And Future Streets, Alleys, Highways, Public Ways And Other Public Property Of Carrollton, Texas An Electric Transmission And Distribution System.

BACKGROUND:

On April 6, 2010, Ordinance 3372 amended the franchise between the City of Carrollton and Oncor Electric Delivery Company, LLC to provide for a different payment schedule and an extension of the term. The currently existing ordinance is scheduled to expire. This ordinance establishes a new term and new payment schedule. The final payment under this franchise is due on or before August 1, 2038 and covers the basis period of April 1, 2038, through June 30, 2038 and the privilege period of May 1, 2038, through July 31, 2038.

STAFF RECOMMENDATION/ACTION DESIRED:

City Council is requested to adopt an ordinance.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, GRANTING TO ONCOR ELECTRIC DELIVERY COMPANY LLC, ITS SUCCESSORS AND ASSIGNS, THE NON-EXCLUSIVE RIGHT TO USE AND OCCUPY RIGHTS-OF-WAY WITHIN THE CITY OF CARROLLTON FOR THE CONSTRUCTION AND OPERATION OF AN ELECTRIC TRANSMISSION AND DISTRIBUTION SYSTEM; PRESCRIBING CONDITIONS GOVERNING THE USE OF THE PUBLIC RIGHTS-OF-WAY; PROVIDING FOR COMPENSATION THEREFOR; PROVIDING A TERM OF SAID FRANCHISE; PROVIDING FOR WRITTEN ACCEPTANCE OF THIS FRANCHISE; FINDING THAT THE MEETING AT WHICH THIS ORDINANCE IS PASSED IS OPEN TO THE PUBLIC; PROVIDING SEVERABILITY AND REPEALER CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, THAT:

**SECTION 1.
GRANTING OF FRANCHISE**

There is hereby granted to Oncor Electric Delivery Company LLC, its successors and assigns ("Company"), the right, privilege and franchise ("Franchise") to construct, extend, maintain and operate in, along, under and across the present and future streets, alleys, highways, public ways and other public property ("Public Rights-of-Way") of Carrollton, Texas ("City") an Electric Transmission and Distribution System ("System") consisting of electric power lines, with all necessary or desirable appurtenances, including underground conduits, poles, towers, wires, transmission lines and other structures, and telephone and communication lines for Company's own non-commercial use, for the purpose of delivering electricity to the City, the inhabitants thereof, and persons, firms, and corporations beyond the corporate limits thereof, for the term set out in Section 13. Upon a timely and reasonable request by City, Company shall provide information to the City Council, and attend City Council meetings to discuss Company's performance of its obligations and responsibilities under this Franchise.

**SECTION 2.
APPLICATION AND PRESERVATION OF RIGHTS**

The provisions set forth in this ordinance represent the terms and conditions under which Company shall construct, operate, and maintain the System within the Public Rights-of-Way of the City. In granting this Franchise, the City does not in any manner surrender or waive its regulatory or other rights and powers under and by virtue of the Constitution and statutes of the State of Texas as the same may be amended, nor any of its rights and powers under or by virtue of present or future ordinances of the City, except as may be expressly set out herein. Company also retains all of its lawful authority and rights under the Public Utility Regulatory Act ("PURA") and any other applicable federal, state, and local laws, rules, and regulations. Not included in this Franchise are any facilities, including any equipment attached in any way to Company's facilities, whether owned by the Company or not, that provide data delivery, cable service, telephone service, or any

other service or product not required by Company for, or necessary for the support of, the transmittal and delivery of electricity.

SECTION 3.
FRANCHISE SUBJECT TO ORDINANCES AND STATE LAW

- A. Company's operations and activities within the Public Rights-of-Way in the City shall be subject to all City ordinances of general applicability, unless otherwise in conflict with any federal or state law, rules, or regulations, or this franchise. As required by Carrollton Code of Ordinance, Company and its agents are required to register with the City and must provide details to City regarding underground infrastructure within Public Rights-of-Way in the City. Company must, except in cases of emergency conditions or work incidental in nature, obtain permits from the City for all excavations of the Public Right-of-Way (if required by City ordinance). Company will not be required to pay permitting fees or an annual Right-of-Way registration fee, despite the City's enactment of any ordinance providing the contrary.
- B. Company's property and operations within the Public Rights-of-Way of the City shall be subject to such reasonable laws, rules, and regulations of the City as may be authorized by applicable law from time to time for the protection of the general public. The City shall endeavor to provide Company with reasonable notice and opportunity to review and comment upon any new or revised City laws, rules, or regulations that impact Company's use of the Public Rights-of-Way, but the failure to do so shall not affect the applicability of such laws, rules, or regulations to Company. This Franchise shall in no way affect or impair the rights, obligations or remedies of the parties under PURA, or other state or federal laws, rules, or regulations. Nothing herein shall be deemed a waiver, release or relinquishment of either party's right to contest, appeal, or file suit with respect to any action or decision of the other party.
- C. Company shall construct its facilities in conformance with the applicable provisions of the National Electrical Safety Code.
- D. Company shall provide complete information regarding the location of current and future overhead and underground wires and poles within the Public Rights-of-Way of the City. Reproducible copies of available maps showing the location of all overhead and underground wires and poles within the Public Rights-of-Way shall be furnished to the City Engineer upon request. The maps shall be provided in electronic/digital format, if available, when requested by the City.
- E. Company shall have in place a Vegetation Management Program, and shall provide City with a current copy of same, upon request. If the City requests a current copy of Company's Vegetation Management Guidelines, release of said guidelines shall be pursuant to the same confidential protection process identified in Section 9.E of this Franchise. Company will endeavor to conduct its tree trimming activities in accordance with its Vegetation Management Guidelines and will promptly address concerns or complaints by City with regard to its tree trimming activities upon request. Except in emergency situations or in response to outages, Company shall notify property owners and

the City prior to beginning planned Distribution tree trimming activities.

SECTION 4.
INDEMNITY

- A. IN CONSIDERATION OF THE GRANTING OF THIS FRANCHISE, COMPANY SHALL, AT ITS SOLE COST AND EXPENSE, INDEMNIFY AND HOLD THE CITY, AND ITS PAST AND PRESENT OFFICERS, AGENTS AND EMPLOYEES HARMLESS AGAINST ANY AND ALL LIABILITY ARISING FROM SUITS, ACTIONS OR CLAIMS REGARDING INJURY OR DEATH TO ANY PERSON OR PERSONS, OR DAMAGES TO ANY PROPERTY ARISING OUT OF OR OCCASIONED BY THE INTENTIONAL AND/OR NEGLIGENT ACTS OR OMISSIONS OF COMPANY OR ANY OF ITS OFFICERS, AGENTS, OR EMPLOYEES IN CONNECTION WITH COMPANY'S CONSTRUCTION, MAINTENANCE AND OPERATION OF COMPANY'S SYSTEM IN THE CITY PUBLIC RIGHTS-OF-WAY, INCLUDING ANY COURT COSTS, REASONABLE EXPENSES AND REASONABLE DEFENSES THEREOF.**
- B. THIS INDEMNITY SHALL ONLY APPLY TO THE EXTENT THAT THE LOSS, DAMAGE OR INJURY IS ATTRIBUTABLE TO THE NEGLIGENCE OR WRONGFUL ACT OR OMISSION OF THE COMPANY OR ITS OFFICERS, AGENTS OR EMPLOYEES, AND DOES NOT APPLY TO THE EXTENT SUCH LOSS, DAMAGE OR INJURY IS ATTRIBUTABLE TO THE NEGLIGENCE OR WRONGFUL ACT OR OMISSION OF THE CITY OR THE CITY'S OFFICERS, AGENTS, EMPLOYEES, OR ANY OTHER PERSON OR ENTITY. THIS PROVISION IS NOT INTENDED TO CREATE A CAUSE OF ACTION OR LIABILITY FOR THE BENEFIT OF THIRD PARTIES BUT IS SOLELY FOR THE BENEFIT OF THE COMPANY AND THE CITY.**
- C. IN THE EVENT OF JOINT AND CONCURRENT NEGLIGENCE OR FAULT OF BOTH THE COMPANY AND THE CITY, RESPONSIBILITY AND INDEMNITY, IF ANY, SHALL BE APPORTIONED COMPARATIVELY BETWEEN THE CITY AND THE COMPANY IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS WITHOUT, HOWEVER, WAVING ANY GOVERNMENTAL IMMUNITY AVAILABLE TO THE CITY UNDER TEXAS LAW AND WITHOUT WAVING ANY OF THE DEFENSES OF THE PARTIES UNDER TEXAS LAW. FURTHER, IN THE EVENT OF JOINT AND CONCURRENT NEGLIGENCE OR FAULT OF BOTH THE COMPANY AND THE CITY, RESPONSIBILITY FOR ALL COSTS OF DEFENSE SHALL BE APPORTIONED BETWEEN THE CITY AND COMPANY BASED UPON THE COMPARATIVE FAULT OF EACH.**
- D. IN FULFILLING ITS OBLIGATIONS TO DEFEND AND INDEMNIFY CITY, COMPANY SHALL HAVE THE RIGHT TO SELECT DEFENSE COUNSEL, SUBJECT TO CITY'S APPROVAL, WHICH WILL NOT BE UNREASONABLY WITHHELD. COMPANY SHALL RETAIN DEFENSE COUNSEL WITHIN SEVEN (7) BUSINESS DAYS OF CITY'S WRITTEN NOTICE THAT CITY IS INVOKING ITS**

RIGHT TO INDEMNIFICATION UNDER THIS FRANCHISE. IF COMPANY FAILS TO RETAIN COUNSEL WITHIN SUCH TIME PERIOD, CITY SHALL HAVE THE RIGHT TO RETAIN DEFENSE COUNSEL ON ITS OWN BEHALF, AND COMPANY SHALL BE LIABLE FOR ALL REASONABLE DEFENSE COSTS INCURRED BY CITY, EXCEPT AS OTHERWISE PROVIDED IN SECTION 4.B AND 4.C.

E. THIS SECTION SHALL SURVIVE THE REVOCATION, TERMINATION OR EXPIRATION OF THIS FRANCHISE, BUT ONLY WITH RESPECT TO SUITS, ACTIONS, OR CLAIMS BASED ON EVENTS OCCURRING DURING THE TERM OF THIS FRANCHISE.

SECTION 5. LIABILITY INSURANCE

- A. Company shall, at its sole cost and expense, obtain, maintain, or cause to be maintained, and provide, throughout the term of this Franchise, insurance in the amounts, types and coverages in accordance with the following requirements. Such insurance may be in the form of self-insurance to the extent permitted by applicable law, or by obtaining insurance, as follows:
1. Commercial general or excess liability on an occurrence or claims made form with minimum limits of five million dollars (\$5,000,000) per occurrence and ten million dollars (\$10,000,000) aggregate. This coverage shall include the following:
 - (a) Products/completed operations to be maintained for a warranty period of 2 years,
 - (b) Personal and advertising injury,
 - (c) Contractual liability, and
 - (d) Explosion, collapse, or underground (XCU) hazards.
 2. Automobile liability coverage with a minimum policy limit of one million dollars (\$1,000,000) combined single limit each accident. This coverage shall include all owned, hired, and non-owned automobiles.
 3. Workers compensation and employers liability coverage. Statutory coverage limits for Coverage A and five hundred thousand dollars (\$500,000) bodily injury each accident, five hundred thousand dollars (\$500,000) each employee bodily injury by disease, and five hundred thousand dollars (\$500,000) policy limit bodily injury by disease Coverage B employers' liability are required. Company must provide the City with a waiver of subrogation for workers compensation claims.
 4. Company must name the City, which includes all authorities, commissions, divisions, and departments, as well as elected and appointed officials, agents, and volunteers, as additional insureds under the coverage required herein, except workers compensation coverage. The certificate of insurance must state that the City is an additional insured.
 5. Company will require its contractors and subcontractors to maintain, at their sole cost and expense, the following:

- (a) A minimum of three million dollars (\$3,000,000) each occurrence or each accident general liability and automobile liability insurance throughout the course of work performed, and
 - (b) Contractors and subcontractors will be required to maintain statutory workers' compensation benefits in accordance with the regulations of the State of Texas or state of jurisdiction as applicable. The minimum limits for employers' liability insurance will be five hundred thousand dollars (\$500,000) bodily injury each accident, five hundred thousand dollars (\$500,000) each employee bodily injury by disease, five hundred thousand dollars (\$500,000) policy limit bodily injury by disease.
6. The Company will provide proof of insurance in accordance with this Franchise within thirty (30) days of the effective date of the Franchise and annually thereafter. Company will not be required to furnish separate proof when applying for permits.
- (a) The Company's contractors or subcontractors shall provide proof of their Insurance requirements as per Section 5.A.5 under this agreement whenever requested by City.
 - (b) In the event a claim exceeds the contractor's or subcontractor's insurance coverage, Company shall be responsible for covering any deficiencies in contractors' or subcontractors' insurance coverages.

SECTION 6. NON-EXCLUSIVE FRANCHISE

This Franchise is not exclusive, and nothing herein contained shall be construed so as to prevent the City from granting other like or similar rights, privileges and franchises to any other person, firm, or corporation.

SECTION 7. COMPENSATION TO THE CITY

In consideration of the grant of said right, privilege and franchise by the City and as full payment for the right, privilege and franchise of using and occupying the said Public Rights-of-Way, and in lieu of any and all occupation taxes, assessments, municipal charges, fees, easement taxes, franchise taxes, license, permit and inspection fees or charges, street taxes, bonds, street or alley rentals, and all other taxes, charges, levies, fees and rentals of whatsoever kind and character which the City may impose or hereafter be authorized or empowered to levy and collect, excepting only the usual general or special ad valorem taxes which the City is authorized to levy and impose upon real and personal property, sales and use taxes, and special assessments for public improvements, Company shall pay to the City the following:

1. A final quarterly payment will be made on or before August 1, 2019 for the basis period of

April 1, 2019 through June 30, 2019 and the privilege period of May 1, 2019 through July 31, 2019 in accordance with the provisions in the previous franchise.

2. As authorized by Section 33.008(b) of PURA, the original franchise fee factor calculated for the City in 2002 was 0.002695 (the "Base Factor"), multiplied by each kilowatt hour of electricity delivered by Company to each retail customer whose consuming facility's point of delivery is located within the City's municipal boundaries for determining franchise payments going forward.

Due to a 2006 agreement between Company and City the franchise fee factor was increased to a franchise fee factor of 0.002830 (the "Current Factor"), multiplied by each kilowatt hour of electricity delivered by Company to each retail customer whose consuming facility's point of delivery is located within the City's municipal boundaries on a quarterly basis.

However, consistent with the 2006 Agreement, should the Public Utility Commission of Texas (PUC) at any time disallow Company's recovery through rates of the higher franchise payments made under the Current Factor as compared to the Base Factor, then the franchise fee factor shall immediately revert to the Base Factor of 0.002695 as of the effective date of the PUC order and all future payments, irrespective of the time period that is covered by the payment, will be made using the Base Factor.

Payments to the City shall be made per the quarterly schedule as follows:

Payment Due Date	Basis Period	Privilege Period
November 1	July 1 - Sept. 30	Aug. 1 - Oct. 31
February 1	Oct. 1 - Dec. 31	Nov. 1 - Jan. 31
May 1	Jan.1 - Mar. 31	Feb. 1 - Apr. 31
August 1	Apr. 1 – June 30	May 1 – July 31

- (a) The first quarterly payment hereunder shall be due and payable on or before November 1, 2019, and will cover the basis period of July 1, 2019 through September 30, 2019 and the privilege period of August 1, 2019 through October 31, 2019. The final payment under this Franchise is due on or before August 1, 2038 and covers the basis period of April 1, 2038 through June 30, 2038 and the privilege period of May 1, 2038 through July 31, 2038.
- (b) After the final payment date of August 1, 2038, Company may continue to make additional quarterly payments in accordance with the above schedule. City acknowledges that such continued payments will correspond to privilege periods that extend beyond the term of this Franchise and that such continued payments will be recognized in any subsequent franchise as full payment for the relevant quarterly periods.

3. A sum equal to four percent (4%) of gross revenues received by Company from services identified as DD1 through DD24 in Section 6.1.2 "Discretionary Service Charges," in Oncor's Tariff for Retail Delivery Service ("Tariff"), effective 1/1/2002, that are for the account and benefit of an end-use retail electric consumer. Company will, upon request by City, provide a cross reference to Discretionary Service Charge numbering changes that are contained in Company's current approved Tariff.
 - (a) The franchise fee amounts based on Discretionary Service Charges shall be calculated on an annual calendar year basis, *i.e.*, from January 1 through December 31 of each calendar year.
 - (b) The franchise fee amounts that are due based on Discretionary Service Charges shall be paid at least once annually on or before April 30 each year based on the total Discretionary Service Charges, as set out in Section 7.3, received during the preceding calendar year. The initial Discretionary Service Charge franchise fee amount will be paid on or before April 30, 2020, and will be based on the calendar year January 1, 2019 through December 31, 2019. The final Discretionary Service Charge franchise fee amount will be paid on or before April 30, 2039, and will be based on the months of January 1, 2038, through July 31, 2038.
 - (c) Company may file a tariff or tariff amendment(s) to provide for the recovery of the franchise fee on Discretionary Service Charges.
 - (d) City agrees: (i) to the extent the City acts as regulatory authority, to adopt and approve that portion of any tariff which provides for 100% recovery of the franchise fee on Discretionary Service Charges; (ii) in the event the City intervenes in any regulatory proceeding before a federal or state agency in which the recovery of the franchise fees on such Discretionary Service Charges is an issue, the City will take an affirmative position supporting the 100% recovery of such franchise fees by Company; and (iii) in the event of an appeal of any such regulatory proceeding in which the City has intervened, the City will take an affirmative position in any such appeals in support of the 100% recovery of such franchise fees by Company.
 - (e) City agrees that it will take no action, nor cause any other person or entity to take any action, to prohibit the recovery of such franchise fees by Company.
 - (f) In the event of a regulatory disallowance of the recovery of the franchise fees on the Discretionary Service Charges, Company will not be required to continue payment of such franchise fees.
4. With each payment of compensation required by Section 7.2, Company shall furnish to the City a statement, executed by an authorized officer of Company or designee, providing the total kWh delivered by Company to each retail customer's point of delivery within the City and the amount of payment for the period covered by the payment.

5. With each payment of compensation required by Section 7.3, Company shall furnish to the City a statement, executed by an authorized officer of Company or designee, reflecting the total amount of gross revenues received by Company from services identified in its "Tariff for Retail Delivery Service," Section 6.1.2, "Discretionary Service Charges," Items DD1 through DD24.
6. If either party discovers that Company has failed to pay the entire or correct amount of compensation due, the correct amount shall be determined by mutual agreement between the City and Company and the City shall be paid by Company within thirty (30) calendar days of such determination. Any overpayment to the City through error or otherwise will, at the sole option of the City, either be refunded to Company by City within thirty (30) days of such determination or offset against the next payment due from Company. Acceptance by either party of any payment due under this Section shall not be deemed to be a waiver by the other party of any claim of breach of this Franchise, nor shall the acceptance by either party of any such payments preclude the other party from later establishing that a larger amount was actually due or from collecting any balance due. Nothing in this section shall be deemed a waiver by either party of its rights under law or equity.
7. Interest on late payments shall be calculated in accordance with the interest rate for customer deposits established by the Public Utility Commission of Texas in accordance with Texas Utilities Code Section 183.003, as amended.
8. The franchise fee payable to the City pursuant to Section 7.2. hereunder, except as agreed to by Company and City in Section 7.6., shall not be offset by any payment by Company to the City relating to ad valorem taxes.

SECTION 8. FAVORED NATIONS.

This Section applies only if, after the effective date of this Franchise Agreement, Company enters into a new municipal franchise agreement or renews an existing municipal franchise agreement with another municipality that provides for a different method of calculation of franchise fees for use of the public rights-of-way than the calculation under 33.008(b) of PURA, which, if applied to the City, would result in a greater amount of franchise fees owed the City than under this Franchise Agreement.

(a) City shall have the option to:

- (1) Have Company select, within 30 days of the City's request, any or all portions of the franchise agreement with the other municipality or comparable provisions that, at Company's sole discretion, must be considered in conjunction with the different method of the calculation of franchise fees included in that other franchise agreement; and
- (2) Modify this franchise to include both the different method of calculation of franchise fee found in the franchise agreement with the other municipality and all of the

other provisions identified by Company pursuant to Section 8(a)(1). In no event shall City be able to modify the franchise to include the different method of calculation of franchise fee found in the franchise agreement with the other municipality without this franchise also being modified to include all of the other provisions identified by Company pursuant to Section 8(a)(1).

(b) City may not exercise the option provided in Section 8(a) if any of the provisions that would be included in this franchise are, in Company's sole opinion, inconsistent with or in any manner contrary to any then-current rule, regulation, ordinance, law, Code, or City Charter.

(c) In the event of a regulatory disallowance of the increase in franchise fees paid pursuant to City's exercise of its option under this Section, then at any time after the regulatory authority's entry of an order disallowing recovery of the additional franchise fee expense in rates, Company shall have the right to cancel the modification of the franchise made pursuant to this Section, and terms of the franchise shall immediately revert to those in place prior to City's exercise of its option under this Section.

(d) Notwithstanding any other provision of this franchise, should the City exercise the option provided in Section 8(a), and then adopt any rule, regulation, ordinance, law, Code, or Charter of City that, in Company's sole opinion, is inconsistent with or in any manner contrary to the provisions included in this franchise pursuant to Section 8(a), then Company shall have the right to cancel all of the modifications to this franchise made pursuant to this Section and, effective as of the date of the City's adoption of the inconsistent provision, the terms of the franchise shall revert to those in place prior to City's exercise of its option under this Section.

(e) The provisions of this Section apply only to the amount of the franchise fee to be paid and do not apply to other franchise fee payment provisions, such as the timing of such payments. The provisions of this Section do not apply to differences in the franchise fee factor that result from the application of the methodology set out in Section 33.008(b) of PURA or any successor methodology.

SECTION 9. ACCOUNTING MATTERS.

- A. Company shall keep accurate books of account at its principal office for the purpose of determining the amount due to the City under this Franchise.
- B. The City may conduct an audit or other inquiry in relation to a payment made by Company pursuant to the requirements under Section 33.008(e) of the Texas Utilities Code. The City may, if it sees fit and upon reasonable notice to the Company, have the books and records of the Company examined by representatives of the City to ascertain the correctness of the reports agreed to be filed herein.
- C. The Company shall make available to the auditor during the Company's regular business hours and upon reasonable notice, such personnel and records as the City may, in its reasonable

discretion, request in order to complete such audit, and shall make no charge to the City therefore.

1. If as the result of any City audit, Company is refunded/credited for an overpayment or pays the City for an underpayment of the franchise fee, such refund/credit or payment shall be made pursuant to the terms established in Sections 7.6 and 7.7.
 2. If as a result of a subsequent audit, initiated within two years of an audit which resulted in Company making a payment to the City due to an underpayment of the franchise fee of more than 5%, Company makes another payment to the City due to an underpayment of the franchise fee of more than 5%, the City may immediately treat this underpayment as an Uncured Event of Default and exercise the remedies provided for in Section 14.C.
- D. The Company shall assist the City in its review by responding to all requests for information no later than thirty (30) days after receipt of a request.
- E. If the Company provides confidential or proprietary information to the City, the Company shall be solely responsible for identifying such information with markings calculated to bring the City's attention to the proprietary or confidential nature of the information. The City agrees to maintain the confidentiality of any non-public information obtained from Company so designated to the extent allowed by law. City shall not be liable to Company for the release of any information the City is required to release by law. City shall provide notice to Company of any request for release of information marked by Company as proprietary or confidential prior to releasing the information so as to allow Company adequate time to pursue available remedies for protection. If the City receives a request under the Texas Public Information Act that includes Company's proprietary or confidential information, City will notify the Texas Attorney General of the proprietary or confidential nature of the document(s). The City also will provide Company with a copy of this notification, and thereafter Company is responsible for establishing that an exception under the Texas Public Information Act allows the City to withhold the information.

SECTION 10. RIGHT OF RENEGOTIATION.

- A. Should either Company or the City have cause to believe that a change in circumstances relating to the terms of this Franchise may exist, it may request that the other party provide it with a reasonable amount of information to assist in determining whether a change in circumstances has taken place.
- B. Should either party hereto determine that based on a change in circumstances, it is in the best interest to renegotiate all or some of the provisions of this Franchise, then the other party agrees to enter into good faith negotiations. Said negotiations shall involve reasonable, diligent, and timely discussions about the pertinent issues and a resolute attempt to settle those issues. The obligation to engage in such negotiations does not obligate either party to agree to an amendment of the Franchise as a result of such negotiations. A failure to agree does not show a lack of good faith. If, as a result of

renegotiation, the City and Company agree to a change in a provision of the Franchise, the change shall become effective upon passage of an ordinance by the City in accordance with the City Charter and written acceptance of the amendment by Company.

SECTION 11. RELOCATION OF FACILITIES.

- A. The City reserves the right to lay, and permit to be laid, any City-owned facilities, such as stormwater, sewer, gas, water, wastewater and other pipe lines, cable, and conduits, or other improvements and to do and permit to be done any underground or overhead work that may be necessary or proper, as deemed by City, in, across, along; over, or under a Public Rights-of-Way occupied by Company. The City also reserves the right to change in any manner any City-owned curb, sidewalk, highway, alley, public way, street, and City-owned utility lines, storm sewers, drainage basins, drainage ditches, and other City facilities. The City shall provide Company with at least thirty (30) days' notice when requesting Company to relocate facilities and shall specify a new location for such facilities along the Public Rights-of-Way. Company shall, except in cases of emergency conditions or work incidental in nature, obtain a permit if required by City ordinance, prior to performing work in the Public Rights-of-Way, except in no instance shall Company be required to pay fees or bonds related to Company's use of the Public Rights-of-Way, despite the City's enactment of any ordinance providing the contrary.
- B. Company shall construct its facilities in conformance with the applicable provisions of the National Electrical Safety Code.
- C. City-requested relocations of Company facilities in the Public Rights-of-Way shall be at the Company's expense; provided however, if the City is the end use Retail Customer (customer who purchases electric power or energy and ultimately consumes it) requesting the removal or relocation of Company Facilities for its own benefit, or the project requiring the relocation is solely aesthetic/beautification in nature, it will be at the total expense of the City. Provided further, if the relocation request includes, or is for, the Company to relocate above-ground facilities to an underground location, City shall be fully responsible for the additional cost of placing the facilities underground.
- D. If any other corporation or person (other than City) requests Company to relocate Company facilities located in City Rights-of-Ways, the Company shall not be bound to make such changes until such other corporation or person shall have undertaken, with good and sufficient bond, to reimburse the Company for any costs, loss, or expense which will be caused by, or arises out of such change, alteration, or relocation of Company's Facilities. City may not request the Company to pay for any relocation which has already been requested, and paid for, by any entity other than City.
- E. If City abandons any Public Rights-of-Way in which Company has facilities, such abandonment shall be conditioned on Company's right to maintain its use of the former Public Rights-of-Way and on the obligation of the party to whom the Public Rights-of-Way is abandoned to reimburse Company for all removal or relocation expenses if Company agrees to the removal or relocation of its facilities following abandonment of the Public Rights-of-Way. If the party to whom the Public Rights-of-Way is abandoned requests the Company to remove or relocate its facilities and Company agrees to such removal or relocation, such removal or relocation shall be done within a reasonable time at the expense of the party

requesting the removal or relocation. If relocation cannot practically be made to another Public Rights-of-Way, the expense of any right-of-way acquisition shall be considered a relocation expense to be reimbursed by the party requesting the relocation.

SECTION 12. TRANSFER AND ASSIGNMENT.

The rights granted by this Franchise Agreement inure to the benefit of the Company and any parent, subsidiary, affiliate or successor entity now or hereafter existing. The rights shall not be assignable without the express written consent, by Ordinance, of the City Council of the City, unless otherwise superseded by state laws, rules, or regulations or Public Utility Commission of Texas action, and such consent by City shall not be unreasonably withheld or delayed, except the Company may assign its rights under this Franchise Agreement to a parent, subsidiary, affiliate or successor entity without consent, so long as such parent, subsidiary, affiliate or successor entity assumes all obligations of Company hereunder, and is bound to the same extent as Company hereunder. The Company shall give the City written notice within ninety (90) days of any such assignment to a parent, subsidiary, affiliate or successor entity.

SECTION 13. TERM.

This ordinance shall become effective upon Company's written acceptance hereof, said written acceptance to be filed by Company with the City within sixty (60) days' after final passage by the City and approval hereof. The right, privilege and franchise granted hereby shall expire July 31, 2038; provided that, unless written notice is given by either party hereto to the other not less than sixty (60) days before the expiration of this Franchise, it shall be automatically renewed for an additional period of twelve (12) months from such expiration date and shall be automatically renewed thereafter for like periods until canceled by written notice given not less than sixty (60) days before the expiration of any such renewal period.

SECTION 14. DEFAULT, REMEDIES AND TERMINATION.

A. Events of Default. The occurrence, at any time during the term of this Franchise, of any one or more of the following events, shall constitute an Event of Default by Company under this Franchise:

1. The failure of Company to pay the franchise fee on or before the due dates specified herein.
2. Company's material breach or material violation of any of material terms, covenants, representations or warranties contained herein.

B. Uncured Events of Default.

1. Upon the occurrence of an Event of Default which can be cured by the immediate payment

of money to City, Company shall have thirty (30) calendar days from receipt of written notice from City of an occurrence of such Event of Default to cure same before City may exercise any of its rights or remedies provided for in Section 14.C.

2. Upon the occurrence of an Event of Default by Company which cannot be cured by the immediate payment of money to City, Company shall have sixty (60) calendar days (or such additional time as may be agreed to by the City) from receipt of written notice from City of an occurrence of such Event of Default to cure same before City may exercise any of its rights or remedies provided for in Section 14.C.
3. If the Event of Default is not cured within the time period allowed for curing the Event of Default as provided for herein, such Event of Default shall, without additional notice, become an Uncured Event of Default, which shall entitle City to exercise the remedies provided for in Section 14.C.

C. Remedies. The City shall notify the Company in writing, of an alleged Uncured Event of Default as described in Section 14.B, which notice shall specify the alleged failure with reasonable particularity. The Company shall, within thirty (30) calendar days after receipt of such notice or such longer period of time as the City may specify in such notice, either cure such alleged failure or in a written response to the City either present facts and arguments in refuting or defending such alleged failure or state that such alleged failure will be cured and set forth the method and time schedule for accomplishing such cure. In the event that such cure is not forthcoming, City shall be entitled to exercise any and all of the following cumulative remedies:

1. The commencement of an action against Company at law for monetary damages;
2. The commencement of an action in equity seeking injunctive relief or the specific performance of any of the provisions, that as a matter of equity, are specifically enforceable; and
3. The termination of this Franchise.

D. Remedies Not Exclusive. The rights and remedies of City and Company set forth in this Franchise shall be in addition to, and not in limitation of, any other rights and remedies provided by law or in equity. City and Company understand and intend that such remedies shall be cumulative to the maximum extent permitted by law and the exercise by City of any one or more of such remedies shall not preclude the exercise by City, at the same or different times, of any other such remedies for the same failure to cure. However, notwithstanding this Section or any other provision of this Franchise, City shall not recover both liquidated damages and actual damages for the same violation, breach, or noncompliance, either under this Section or under any other provision of this Franchise.

E. Termination. In accordance with the provisions of Section 14.C, this Franchise may be terminated upon thirty (30) business day's prior written notice to Company. City shall notify Company in writing at least fifteen (15) business days in advance of the City Council meeting

at which the questions of forfeiture or termination shall be considered, and Company shall have the right to appear before the City Council in person or by counsel and raise any objections or defenses Company may have that are relevant to the proposed forfeiture or termination. The final decision of the City Council may be appealed to any court or regulatory authority having jurisdiction. Upon timely appeal by Company of the City Council's decision terminating the Franchise, the effective date of such termination shall be either when such appeal is withdrawn or an order upholding the termination becomes final and unappealable. Until the termination becomes effective the provisions of this Franchise shall remain in effect for all purposes. The City recognizes Company's right and obligation to provide service in accordance with the Certificate of Convenience and Necessity authorized by the Public Utility Commission of Texas in accordance with the Texas Utilities Code.

- F. The failure of either party to insist in any one or more instances upon the strict performance of any one or more of the terms or provisions of this Franchise shall not be construed as a waiver or relinquishment for the future of any such term or provision, and the same shall continue in full force and effect. No waiver or relinquishment shall be deemed to have been made by either party unless said waiver or relinquishment is in writing and signed by that party.

SECTION 15. PUBLIC PURPOSE

All of the provisions contained in this ordinance are hereby declared to be for a public purpose, and are in the interests of the health, safety, and welfare of the general public. Company agrees to respond in no less than 30 days to a request for inspection by the City for items related to health and safety that are not considered by the City to be an emergency, including poles belonging to Company.

SECTION 16. SEVERABILITY.

If any provision, section, subsection, sentence, clause or phrase of the ordinance is for any reason held to be unconstitutional, void or invalid (or for any reason unenforceable), the validity of the remaining portions of this ordinance shall not be affected thereby, it being the intent of the parties in adopting this Franchise that no provision hereof shall be inoperative or fail by reason of any unconstitutionality or invalidity of any other portion, provision, or regulation, and to that end, all provisions of this ordinance are declared to be severable.

SECTION 17. NOTICE.

- A. Any notices required or desired to be given from one party to the other party to this ordinance shall be in writing and shall be given and shall be deemed to have been served and received if: (i) delivered in person to the address set forth below; (ii) deposited in an official depository under the regular care and custody of the United States Postal Service located within the confines of the United States of America and sent by certified mail, return receipt requested, and addressed to such party at the address hereinafter specified;

or (iii) delivered to such party by courier receipted delivery. Either party may designate another address within the confines of the continental United States of America for notice, but until written notice of such change is actually received by the other party, the last address of such party designated for notice shall remain such party's address for notice.

If to the Company:

Oncor Electric Delivery Company LLC
Regulatory Affairs
1616 Woodall Rodgers Fwy, 6th floor
Dallas, Texas 75202-1234

If to the City:

City Manager
City of Carrollton
1945 E. Jackson Road
Carrollton, Texas 75006

- B. Upon request, Company shall provide City with current contact information for the City's use in forwarding customer inquiries and complaints to Company.

SECTION 18. ACCEPTANCE.

In order to accept this Franchise, Company must file with the City Secretary its written acceptance of this Franchise within sixty (60) days after its final passage and approval by City.

SECTION 19. FUTURE AMENDMENTS.

This ordinance may be amended only by the mutual written agreement of the City and the Company.

SECTION 20. ORDINANCE PASSED AT PUBLIC MEETING.

It is hereby officially found that the meeting at which this ordinance is passed is open to the public and that due notice of this meeting was posted by City, all as required by law.

SECTION 21. REPEAL

This ordinance shall supersede any and all other franchises granted by the City to

Company, its predecessors and assigns.

SECTION 22.
EFFECTIVE DATE AND APPROVAL

If Company accepts this ordinance, by the filing of its written acceptance, this ordinance shall be effective as of the 6th day of September, 2019.

PASSED AND APPROVED THIS ____ day of _____, 2019.

City of Carrollton, Texas

By: _____
Kevin W. Falconer, Mayor

ATTEST:

Laurie Garber, City Secretary

Approved as to Form:

Approved as to Content:

Susan Keller, Assistant City Attorney

Bob Scott, Assistant City Manager



City of Carrollton

Agenda Memo

File Number: 4423

Agenda Date: 7/23/2019

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Resolution

Agenda Number: *14.

CC MEETING: July 23, 2019

DATE: July 15, 2019

TO: Erin Rinehart, City Manager

FROM: Cory Heiple, Environmental Services Director

Consider A Resolution Authorizing The City Manager To Enter Into Single-Family Rehabilitation Grant Incentive Agreements On Four Eligible Properties Located Within Neighborhood Empowerment Zones, In A Total Grant Amount Not To Exceed \$12,772.03.

BACKGROUND:

In April of 2018 City Council adopted the revised Single-Family Rehabilitation Grant Incentive policy. This program provides a monetary grant of 25% of certain exterior repair expenses for eligible properties located in a Neighborhood Empowerment Zone. This program has been marketed throughout the qualifying zones with special outreach focused on NOTICE neighborhoods.

Mr. & Mrs. Maxwell have applied for a rehabilitation incentive grant for replacement of their driveway and lead walkway. Mr. Carroll Savant applied for an incentive to remove and replace a tree. Mr. and Mrs. Wright applied for an incentive to remove three trees and additional landscape. Ms. Maria Najera applied for an incentive to remove and replace her fence, driveway, windows, fascia, and paint the exterior. All of the properties are located in a Neighborhood Empowerment Zone and meet the eligibility requirements of the incentive grant program.

On July 9, 2019 the City Council Re-Development Sub-Committee reviewed and unanimously recommended approval of 2214 Stonebrook Drive, 3016 Ravine Trail, 1709 Park Heights Circle, and 1512 Fannin Drive.

FINANCIAL IMPLICATIONS:

These rehabilitation incentives are funded through the Neighborhood Partnership Fund. Since April of 2018, when the program incentive was increased to 25%, a total of 36 projects have been approved by City Council, representing \$440,698 in private investment and \$110,174 in incentives.

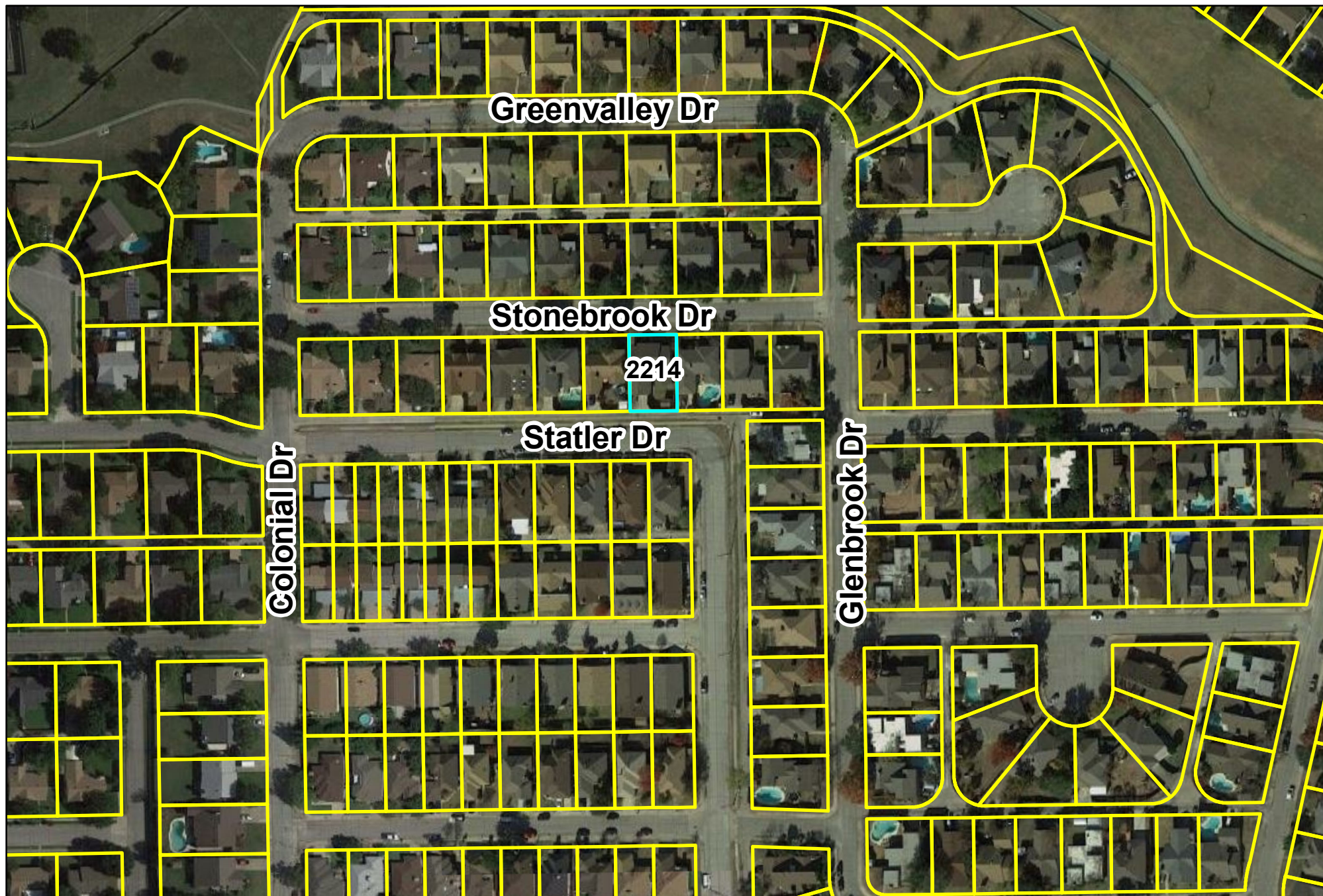
IMPACT ON COMMUNITY SUSTAINABILITY:

The rehabilitation incentives offer significant tools to prevent blight in Carrollton's older neighborhoods. Revitalizing affordable housing is a key component of the rehabilitation grant program and City Council's community sustainability objectives.

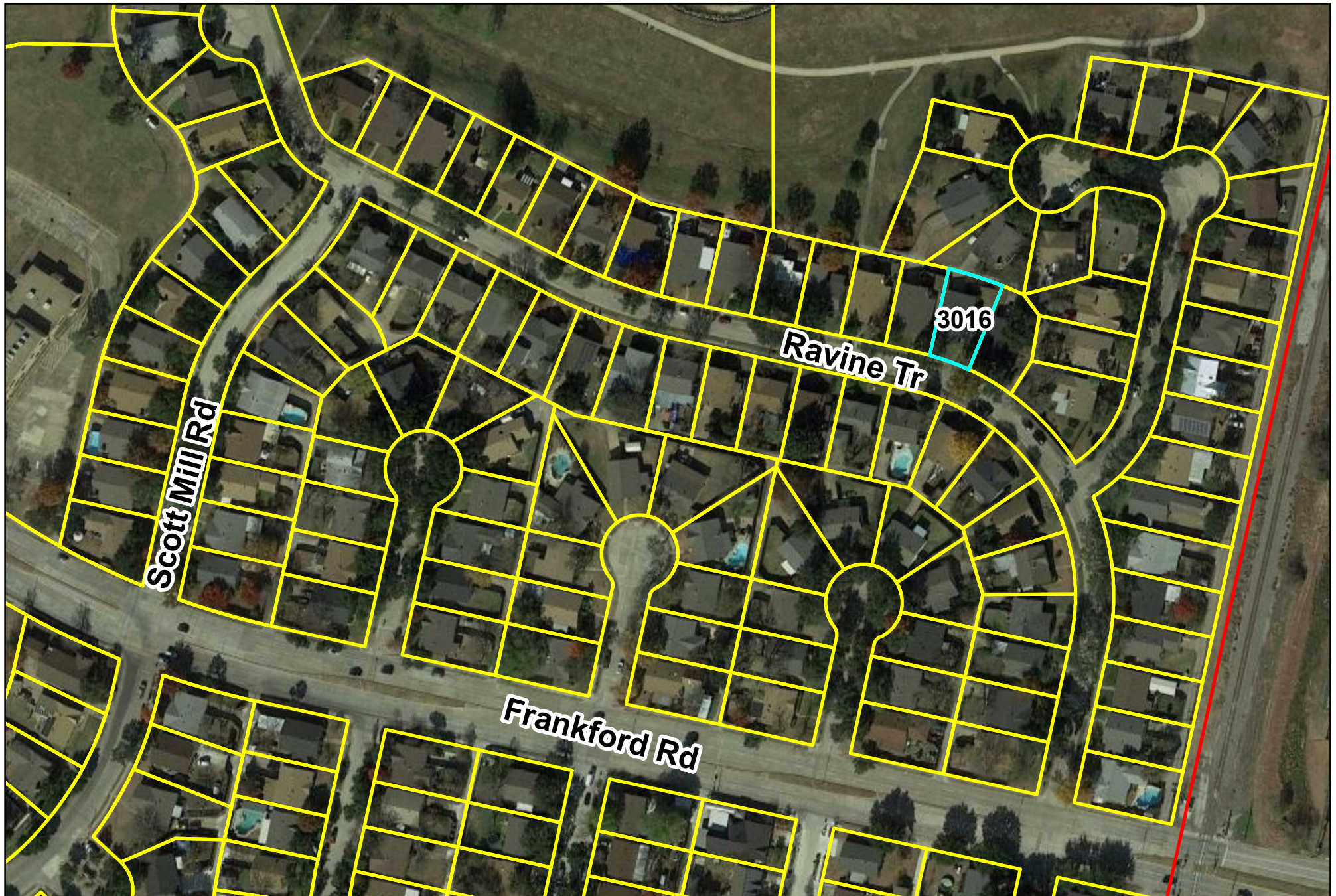
STAFF RECOMMENDATION/ACTION DESIRED:

Staff recommends City Council approval of a resolution authorizing the City Manager to enter into Single-Family Rehabilitation Program Agreements with Mr. and Mrs. Maxwell, Mr. Savant, Mr. and Mrs. Wright, and Ms. Najera.

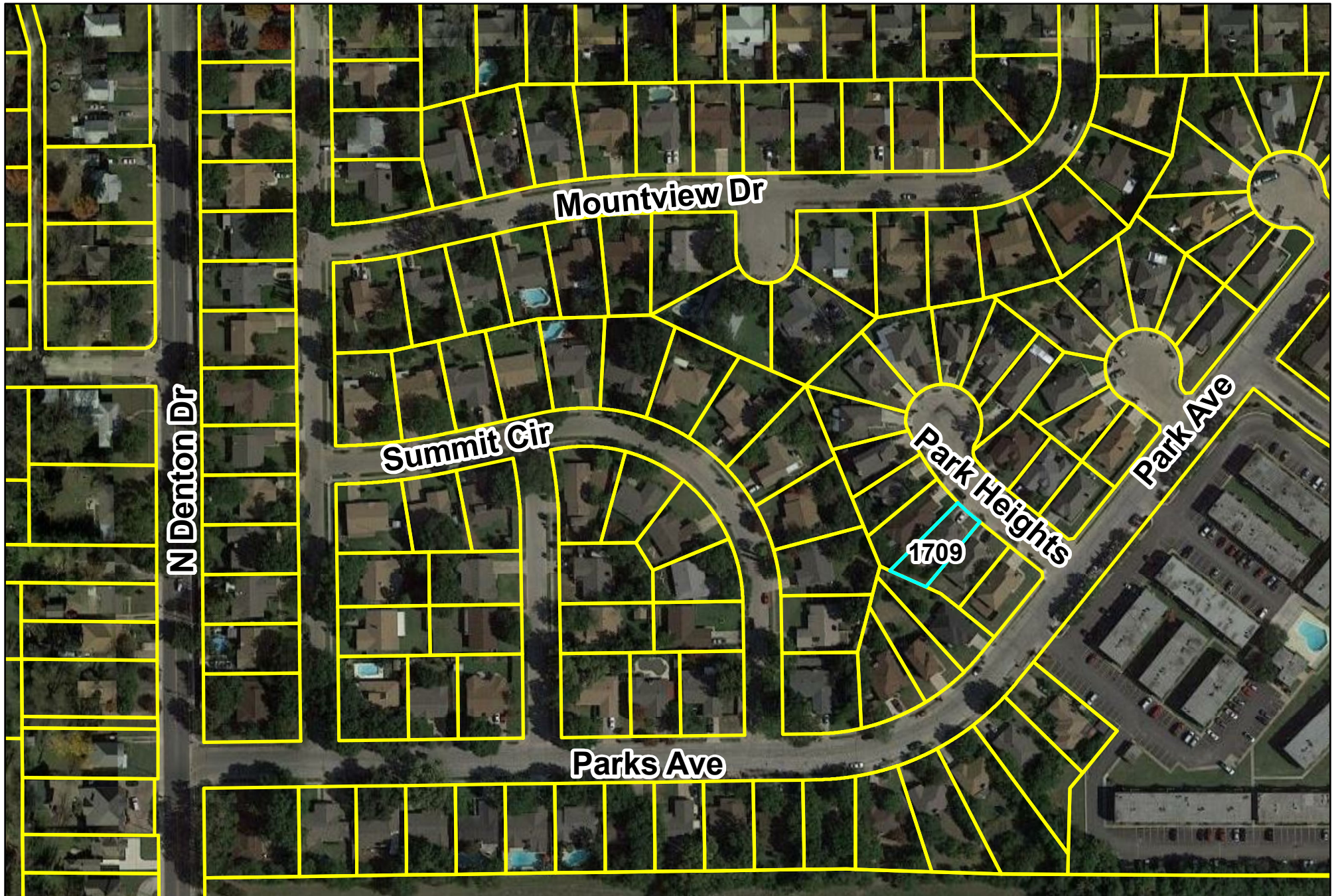
Single-Family Rehab Incentive Location Map - 2214 Stonebrook Drive



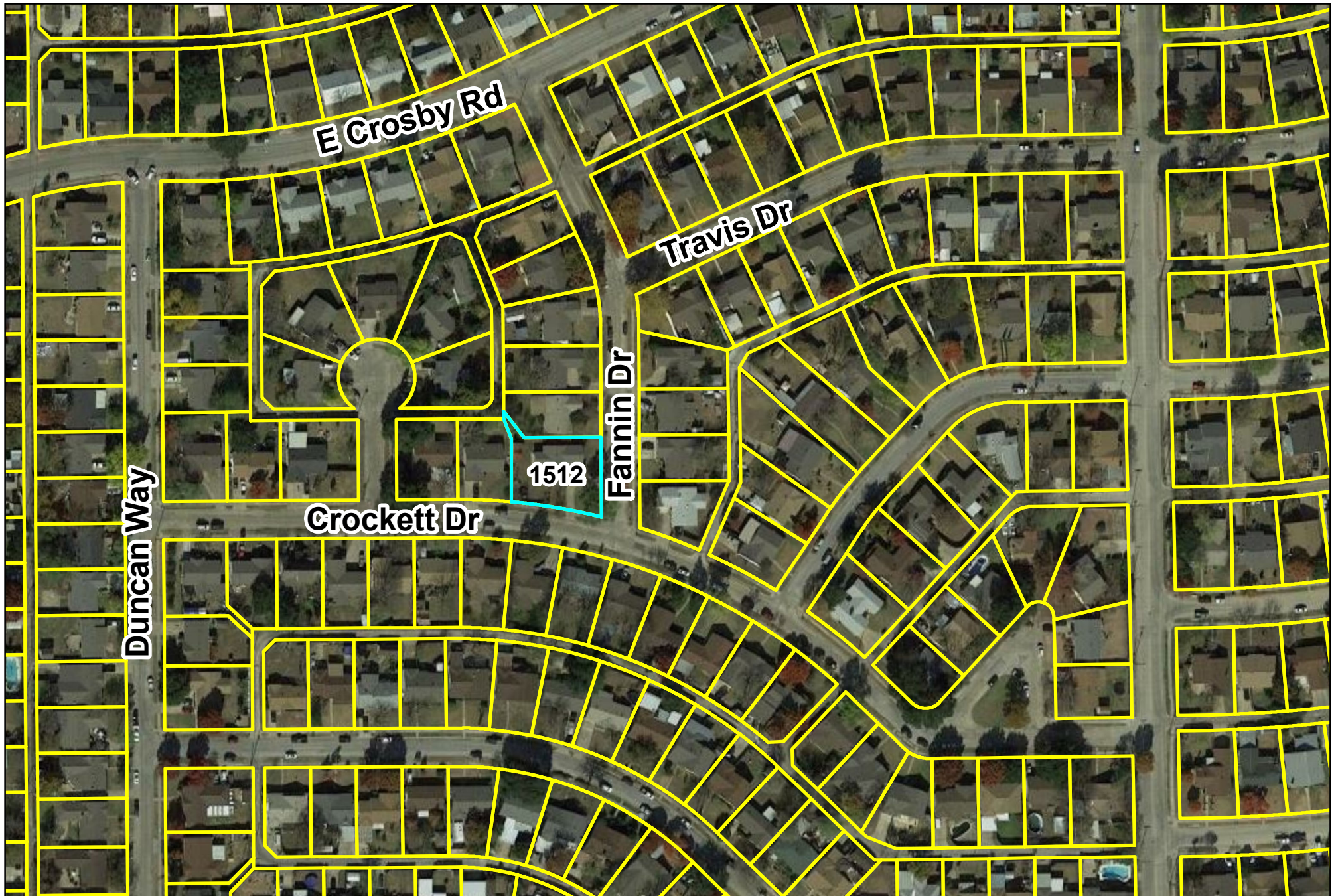
Single-Family Rehab Incentive Location Map - 3016 Fannin Trail



Single-Family Rehab Incentive Location Map - 1709 Park Heights Circle



Single-Family Rehab Incentive Location Map - 1512 Fannin Drive



RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, APPROVING FOUR SINGLE-FAMILY REHABILITATION INCENTIVE PROGRAM AGREEMENTS TO BE EXECUTED BY AND BETWEEN THE CITY OF CARROLLTON AND THE OWNERS OF 2214 STONEBROOK DRIVE, 3016 RAVINE TRAIL, 1709 PARK HEIGHTS CIRCLE, AND 1512 FANNIN DRIVE, TO PROMOTE LOCAL ECONOMIC DEVELOPMENT; AUTHORIZING THE CITY MANAGER TO TAKE THE NECESSARY ACTIONS TO NEGOTIATE AND ENTER INTO THE SAID AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Texas Local Government Code Chapters 378 and 380 provide statutory authority for establishing and administering the Single-Family Rehabilitation Incentive Program, including making loans and grants of money;

WHEREAS, on November 4, 2014 the City Council of the City of Carrollton, Texas ("City Council"), adopted the Rehabilitation Incentive Program ("Program") in order to promote local economic development within designated areas in the City of Carrollton, Texas ("City");

WHEREAS, on April 3, 2018, City Council adopted the revised Rehabilitation Incentive Policy under the program. The Program provides payment of an incentive of 25% of eligible repairs to property owners for exterior improvements;

WHEREAS, the City has received a request for a Rehabilitation Incentive from the property owner, Thomas and Carol Maxwell ("Owners") of 2214 Stonebrook Drive ("Property"), which has been reviewed by the Re-Development Sub-Committee and the Environmental Services Department and approved for consideration by City Council for an amount not to exceed \$1,157.50;

WHEREAS, the City has received a request for a Rehabilitation Incentive from the property owner, Carroll Savant ("Owners") of 3016 Ravine Trail ("Property"), which has been reviewed by the Re-Development Sub-Committee and the Environmental Services Department and approved for consideration by City Council for an amount not to exceed \$389.53;

WHEREAS, the City has received a request for a Rehabilitation Incentive from the property owner, Mitchell and Anderia Wright ("Owners") of 1709 Park Heights Circle ("Property"), which has been reviewed by the Re-Development Sub-Committee and the Environmental Services Department and approved for consideration by City Council for an amount not to exceed \$725.00;

WHEREAS, the City has received a request for a Rehabilitation Incentive from the property owner, Maria Najera ("Owners") of 1512 Fannin Drive ("Property"), which has been reviewed by the Re-Development Sub-Committee and the Environmental Services Department and approved for consideration by City Council for an amount not to exceed \$10,500.00;

WHEREAS, upon consideration, the City Council determines the Program contains sufficient controls to ensure public purposes of the Program are preserved and further determines the Property satisfies the criteria of the program; and

WHEREAS, upon review and consideration of the Owners' request and all matters

attendant and related thereto, the City Council finds that entering into the agreement pursuant to the policies of the Program is in the interests of the health, safety, and welfare of the citizens of Carrollton and should be approved, and the City Manager shall be authorized to negotiate, execute documents, and take those actions necessary to effectuate the intents and purposes of this Resolution;

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

Section 1

All of the above premises are found to be true and correct legislative and factual findings of the City Council, and they are hereby approved, ratified and incorporated into the body of this Resolution as if copied in their entirety.

Section 2

The City Manager is hereby authorized to negotiate and execute the Single-Family Rehabilitation incentive agreements for a maximum in an amount not to exceed \$1,157.50, \$389.53, \$725.00, and \$10,500.00 for the reconstruction on the Properties in accordance with this Resolution, and to take all other action necessary to effectuate the intents and purposes of this Resolution.

Section 3

This Resolution shall take effect upon passage.

DULY PASSED AND APPROVED by the City Council of the City of Carrollton, Texas this 23rd day of July, 2019.

CITY OF CARROLLTON, TEXAS

Kevin W. Falconer, Mayor

ATTEST:

Laurie Garber, City Secretary

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

Meredith A. Ladd
City Attorney

Cory Heiple
Environmental Services Director

2214 Stonebrook Drive
Application Summary and Property Description

Homeowner: Thomas and Carol Maxwell

Legal Description:

ROLLINGWOOD EST 7 BLK C LOT 8

Description:

Replacement of driveway and lead walkway

Project Value:

\$4,630.00

Incentive Amount:

\$1,157.50

3016 Ravine Trail
Application Summary and Property Description

Homeowner: Carroll Savant

Legal Description:
WOODLAKE NO 2 BLK 9 LOT 29

Description: Remove and replace tree

Project Value:
\$1,558.13

Incentive Amount:
\$389.53

1709 Park Heights Circle
Application Summary and Property Description

Homeowner: Mitchell and Anderia Wright

Legal Description:

PARK HEIGHTS

BLK A LOT 6

VOL2005042/14587 DD02282005 CO-DC

0800000A00600 2CC0800000A

Description: Remove three trees and addition of landscaping

Project Value:

\$2,900.00

Incentive Amount:

\$725.00

1512 Fannin Drive
Application Summary and Property Description

Homeowner: Maria Najera

Legal Description:

CROSBY ESTATES 2

BLK 11 LT 19

VOL97009/2245 DD010797 CO-DALLAS

0295001101900 11402950011

Description: Remove and replace fence, driveway, windows, fascia and paint

Project Value:

\$42,000.00

Incentive Amount:

\$10,500.00



City of Carrollton

Agenda Memo

File Number: 4427

Agenda Date: 7/23/2019

Version: 1

Status: Public Hearing/Individual Consideration

In Control: City Council

File Type: Public Hearing

Agenda Number: 15.

CC MEETING: July 23, 2019

DATE: July 16, 2019

TO: Erin Rinehart, City Manager

FROM: Cory Heiple, Environmental Services Director

Hold A Public Hearing And Consider A Resolution Adopting The Draft 2019-2023 Consolidated Plan And Program Year 2019 Community Development Block Grant One-Year Plan Of Action And Budget.

BACKGROUND:

This agenda item is to hold a public hearing and receive comments on the proposed Program Years 2019-2023 Community Development Block Grant Consolidated Plan which incorporates Program Year (PY) 2019 One-Year Plan of Action and Budget. The item also includes a proposed resolution to adopt these plans. On October 1, 2019, the City of Carrollton will receive \$828,463 for PY 2019 Community Development Block Grant (CDBG) funds from the United States Department of Housing and Urban Development (HUD). According to federal law, these funds must be used to benefit persons of low- to moderate-income in Carrollton to address housing and community development concerns.

In addition to the annual action plan, every five years HUD requires that grantees conduct a more comprehensive assessment of community status and needs, known as the Consolidated Plan. This year's plan will cover the five program years beginning in October 2019 to September 2023. In March, the city hired Root Policy Research to conduct this assessment which includes extensive demographic analysis and community input. This study is now complete.

Two public hearings are to be conducted to solicit public input on the proposed 2019-2023 Consolidated Plan, one at the Neighborhood Advisory Commission (NAC) July 18, 2019 meeting, and the second on July 23, 2019 at the scheduled City Council meeting in City Hall.

A preliminary focus group indicated a continued support for infrastructure improvements and enhanced

code enforcement for Carrollton's older apartment communities. Participants placed a high value on the funding the City provides to our local social service partners who support Carrollton's vulnerable populations, particularly our youth, veterans, seniors and unemployed. They expressed the importance of maintaining and even raising the funding amount. The public comments and NAC input have helped shape the draft plans. On July 18, 2019 the NAC reviewed the draft plans for adoption by the City Council.

The NAC recommended budget includes \$325,000 for redevelopment of Rhoton Park located in the Park Place Addition and \$278,963 for redevelopment of Thomas Park located north of Woodcrest Estates and east of Park Terrace. Both city parks are located in the Low- to Moderate- Target Area required for CDBG funding, \$95,000 for the Minor Home Repair Program, \$30,000 for the Emergency Repair Program, \$7,500 for People Helping People Program, \$67,000 for Enhanced Code Enforcement in the CDBG Target Area, and \$25,000 in Administration for CDBG training of three new staff members and ongoing training for established staff. All of the activities in the proposed PY 2019 CDBG budget are identified as major priorities in the draft 2019-2023 Consolidated Plan.

The proposed reflects an increase in all of the housing repair programs. As the community continues to age, the needs for these programs continue to increase with more resources being used to address the various issues low- to moderate-income individuals have in maintaining their homes.

FINANCIAL IMPLICATIONS:

The PY 2019 Community Development Block Grant of \$828,463 in new financial resources for community development initiatives.

IMPACT ON COMMUNITY SUSTAINABILITY:

Annually, the Carrollton Community Development Block Grant program secures, allocates, and administers approximately \$750,000 in new community Development resources for use in the low- to moderate-income areas of the City. Long-term community sustainability is supported by significant financial reinvestment in the physical infrastructure of aging neighborhoods, housing rehabilitation, and code enforcement.

STAFF RECOMMENDATION/ACTION DESIRED:

Staff recommends the City Council open the public hearing, receive citizen comments, close the hearing, and approve the Resolution to adopt the Program Years 2019-2023 Community Development Block Grant Consolidated Plan and the Program Year 2019 Action Plan and Budget.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, ADOPTING THE PROGRAM YEARS 2019-2023 CONSOLIDATED PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT AND THE DRAFT PROGRAM YEAR 2019 COMMUNITY DEVELOPMENT BLOCK GRANT ONE-YEAR PLAN OF ACTION AND BUDGET; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Carrollton is entitled to receive \$828,463 in Community Development Block Grant funds from the United States Department of Housing and Urban Development in Program Year 2019; and

WHEREAS, the Neighborhood Advisory Commission reviewed the draft Program Year 2019 Community Development Block Grant One-Year Plan of Action and Budget incorporated into the Program Years 2019-2023 Consolidated Plan; and

WHEREAS, On July 18, 2019, the Neighborhood Advisory Commission held a public hearing on the Program Years 2019-2023 Community Development Block Grant Consolidated Plan and, after all persons were given an opportunity to present verbal and written testimony, did consider and make recommendations for this Consolidated Plan incorporated therein; and

WHEREAS, the City Council conducted a public hearing on July 23, 2019, and thereby provided all persons with an opportunity to present verbal and written testimony; and

WHEREAS, the City Council has concluded that the adoption of the Program Years 2019-2023 Consolidated Plan is in the best interest of the City and is for the purpose of securing additional community development resources for the primary benefit of low- and moderate-income citizens.

WHEREAS, the City Council has been presented and reviewed the Program Year 2019 Community Development Block Grant One-Year Plan of Action and Budget incorporated into the program years 2019-2023 Consolidated Plan and the attached hereto as Exhibit A, which are incorporated herein for all purposes.

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

SECTION 1.

All of the above premises are found to be true and correct legislative and factual findings of the City Council, and hereby approved, ratified and incorporated into the body of this Resolution as if copied in their entirety.

SECTION 2.

The program years 2019-2023 Consolidated Plan, which is attached hereto and incorporated herein for all purposes, establishes the strategies and goals for the next five years of the Carrollton Community Development Block Grant Program and is hereby adopted by the City Council.

SECTION 3.

The Program Year 2019 Community Development Block Grant One-Year Plan of Action and Budget, which draft document is attached hereto and incorporated herein for all purposes, establishes the strategies and goals for the Carrollton Community Development Block Grant Program Year 2019 and is hereby adopted by the City Council.

SECTION 4.

This plan will constitute the strategy of the City of Carrollton, Texas for all matters, related to long-range guidance relative to the Community Development Block Grant Program and other programs administered by the United States Department of Housing and Urban Development for the Program Years 2019-2023.

SECTION 5.

This resolution shall become and be effective on and after its passage and approval.

SECTION 6.

The City Manager is authorized to take those steps reasonable and necessary to comply with the intent of this Resolution.

DULY PASSED AND APPROVED by the City Council of the City of Carrollton, Texas, this _____ day of _____, 2019.

CITY OF CARROLLTON, TEXAS

Kevin W. Falconer, Mayor

ATTEST:

Laurie Garber, City Secretary

APPROVED AS TO FORM:

Meredith A. Ladd, City Attorney

APPROVED AS TO CONTENT:

Cory Heiple,
Environmental Services Director

City of Carrollton Draft 2019-2023 Consolidated Plan & 2019 Action Plan

PREPARED FOR:

PREPARED WITH
ASSISTANCE FROM:



I. eCon Plan

Executive Summary	I-3
The Process	I-6
Needs Assessment	I-19
Housing Market	I-55
Strategic Plan	I-82
Expected Resources	I-110
Annual Goals and Objectives	I-112
Projects	I-115

Executive Summary

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

1. Introduction

This document represents the Five-Year Consolidated Plan for the City of Carrollton. It covers program years 2019 through 2023.

The Consolidated Plan is a five-year strategic plan required by the U. S. Department of Housing and Urban Development (HUD) for the Community Development Block Grant (CDBG) program and the proposed use of funds provided by those grant programs. The plan facilitates the City's coordinated effort to review and create strategies to develop affordable housing and support services needs within the community.

The City of Carrollton receives approximately \$830,000 in CDBG dollars each year directly from HUD.

The purpose of the Consolidated Plan is:

- To identify a city's, county's or state's housing and community development needs, priorities, goals and strategies; and
- To develop a strategic plan to stipulate how funds will be allocated to housing and community development activities during the five-year planning period.

The Consolidated Plan is a specific course of action. It builds on local assets and coordinates a response to the needs of the community. It integrates economic, physical, environmental, community and human development in a comprehensive and coordinated fashion so that families and communities can work together and thrive. A Consolidated Plan also sets forth program goals, specific objectives, annual goals, and benchmarks for measuring progress. The five-year strategy covers the period from October 1, 2019 to September 30, 2024. Individual Annual Action Plans will explain how the City intends to use its CDBG allocation in each year of the five-year period, and how the funded programs, projects and activities will address the priorities identified in the Consolidated Plan.

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

The need assessments and housing market analyses conducted to support the 2019-2023 Consolidated Plan identified two primary needs in Carrollton:

1) The City has historically dedicated CDBG funds to improvements for aging infrastructure serving residential areas, which is imperative to maintain preservation of the City's housing stock. This has been a very effective way of ensuring that the City's housing stock remains affordable to low and moderate income renters who wish to attain ownership. The total cost of replacing the street infrastructure for the City of Carrollton is estimated at \$200 million dollars. Currently, the City of Carrollton's infrastructure is estimated to have a B- rating.

2) The gap in affordable rental housing for very low income renters has improved slightly since the last Five-year Consolidated Plan; however, a shortage of units and subsidies still exists. In 2014, the Consolidated Plan identified a shortage of 2,900 affordable rental units priced at less than \$500/month for renters earning less than \$20,000 per year. That gap is now 2,125 units. However, as rental prices have increased, the gap has widened to include renters in the \$20,000 to \$25,000 income range. Altogether, there is a shortage of 2,795 affordable rental units or subsidies for renters earning less than \$25,000 per year (these units should rent for \$625 and less with utilities).

To address these needs, the City proposes a Five-year strategy that focuses on preserving residential infrastructure, neighborhood stability and affordable housing. This will be supplemented by annual general fund contributions from the City to support the emergency assistance, homeless prevention and supportive services provided by nonprofit partners.

3. Evaluation of past performance

The City of Carrollton's CDBG investments have been used to make long lasting improvements to many low and moderate income neighborhoods. These investments have allowed the City's housing stock to remain in good condition and retain affordability for low and moderate income renters who want to become homeowners; they have also allowed elderly residents to age in place.

4. Summary of citizen participation process and consultation process

The City of Carrollton and its community partners hosted a stakeholder focus group and a public meeting, supplemented by interviews with key internal and external stakeholders to obtain citizen participation in the Consolidated Plan process.

Metrocrest Services and City of Carrollton staff convened local stakeholders representing the area's primary social service providers, low income health clinic, the Carrollton-Farmers Branch Independent School District, and an economic development association to participate in a focus group discussion. Topics included the housing and public service needs of the city's low income, homeless, and non-homeless special needs populations.

The public meeting, held in conjunction with Carrollton's Neighborhood Advisory Commission meeting included:

- A brief overview of the Consolidated Plan purpose and process;
- A presentation of the allowed uses of CDBG funds;
- A presentation of the location of low and moderate income (LMI) areas in the City of Carrollton;
- A presentation of how the City has invested CDBG funds in LMI neighborhoods in the past; and
- A discussion with attendees about housing and community development needs in Carrollton.

Attendees included a mix of neighborhood association leaders, representatives of Metrocrest Services (the primary social service provider in the area), the Carrollton Farmers Branch Independent School District (CFBISD), Metrocrest Chamber of Commerce, Woven Health Clinic, Bea's Kids, and interested residents. Staff with REACH of Dallas, the Center for Independent Living serving residents with disabilities in Carrollton, participated in an interview.

Citizens and stakeholders were also invited to comment on the draft 2019-2023 Consolidated Plan during the 30-day public comment period that began July 1 and ended July 31, 2019. The first public hearing was held on July 18, 2019 with the Neighborhood Advisory Commission. A second public hearing was held on July 23, 2019 with the City Council. During both of these public hearings, staff presented the proposed goals and objectives of the Five-year Consolidated Plan and funding allocation for the 2019 Annual Action Plan.

5. Summary of public comments

Public comments will be summarized in this section after the 30-day public comment period for the Draft Consolidated Plan.

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

All comments made during the citizen participation and consultation process were accepted.

7. Summary

Please see above.

The Process

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

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

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

Agency Role	Name	Department/Agency
CDBG Administrator	CARROLLTON	Environmental Services/Community Services

Table 1 – Responsible Agencies

Lead Agency

Leadership responsibility for the success of this program ultimately rests with the City of Carrollton and more specifically with the Community Services Division. Community Services staff assists in coordinating the efforts of the entities involved, making periodic progress reports to federal, state and local governmental bodies, providing technical assistance to local not-for-profit organizations, and encouraging involvement from the business community.

Local Agencies Involved

Involvement of local not-for-profit organizations is also crucial to the success of this plan and, as such, they were invited to participate in its development. It is the City of Carrollton's philosophy to partner closely with local organizations to ensure that the needs of the community's most vulnerable residents are met, and consultations with local organizations greatly informs how the city prioritizes its federal and local funds. Further, the efforts of the following not-for-profit organizations are integral to realizing the ambitious goals outlined in this document: Metrocrest Services, Bea's Kids, Woven Health Clinic, Metrocrest Chamber and the Carrollton-Farmers Branch ISD, among others. Each agency was invited to participate in the consolidated planning process on an on-going basis.

Coordination Efforts

The consolidated planning process allows the City to ensure that a comprehensive, coordinated system is in place with regular meetings and interaction with citizens, public service agencies and organizations, and public and private housing and community developers. In addition, City staff regularly serves on the boards and/or task forces of many area community service and

development organizations. This service allows the City to maintain a comprehensive and broad-based community development perspective.

Consolidated Plan Public Contact Information

City of Carrollton

c/o Brian Passwaters

Community Services Manager

1945 E. Jackson Rd.

Carrollton, TX 75006

(972) 466-3251

brian.passwaters@Cityofcarrollton.com

www.Cityofcarrollton.com/comdev

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

1. Introduction

The City of Carrollton consulted with residents and stakeholders (e.g., social service providers, local school district, City departments and other community partners). Consultation included a stakeholder focus group, interviews, and a public meeting during a Neighborhood Advisory Commission meeting to obtain citizen participation in the Consolidated Plan process.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

As needed, the Community Services Division provides technical assistance and information to private and public organizations that seek to provide affordable housing and support services to residents of Carrollton.

During the next Five-year Consolidated Plan period, the City will continue to promote and emphasize the need for greater coordination between all agencies active in Carrollton so as to minimize the duplication of efforts. Cooperative efforts in applying for available funds will be initiated between public and private housing providers so as to maximize the potential for being awarded funds by the State and Federal Government. Efforts to enhance coordination between the public and private sector will ensure that needs are being properly addressed and that resources are being maximized.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

Carrollton is represented by Dallas County and Denton County in the two Continuums of Care that overlap the city's boundaries—the Dallas Area Consortium on Homelessness and the Denton County Consortium on Homelessness. In 2019, Carrollton participated for the first time in the Point in Time Count. As shown by the count results, chronic homelessness is an emerging issue in the city. While a supportive partner to the Consortia's efforts to strategically address homelessness in the region, Carrollton's most direct efforts to address the needs of homeless residents result from a strong partnership with Metrocrest Services, the area provider of all manner of services to assist vulnerable households.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

The City of Carrollton is not currently part of area Continuum of Care networks and is represented by Dallas and Denton counties in the Dallas Area Consortium on Homelessness, as well as the Denton County Consortium on Homelessness. Carrollton has a supporting role, offering assistance to agencies that are working to mitigate homelessness in the region.

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

1	Agency/Group/Organization	Neighborhood Advisory Commission
	Agency/Group/Organization Type	Civic Leaders Neighborhood leaders Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The NAC hosted a public forum attended by City staff, residents, leaders of neighborhood organizations. The forum consisted of a presentation about the Consolidated Plan and a discussion of housing and community development needs in Carrollton's LMI neighborhoods. These are incorporated throughout the Consolidated Plan.
2	Agency/Group/Organization	Metrocrest Services
	Agency/Group/Organization Type	Services - Housing Services - Children Services - Elderly Persons Services - Persons with Disabilities Services - Persons with HIV/AIDS Services - Victims of Domestic Violence Services - Homeless Services - Health Services - Education Services - Employment Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Needs Non-Homeless Special Needs—Veterans, Domestic Violence, Disability, Seniors, Youth Market Analysis

Table 2 – Agencies, groups, organizations who participated

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Metrocrest Services is the primary provider of nonprofit social services in the City of Carrollton. Metrocrest Services hosted a focus group for the Consolidated Plan and staff from Metrocrest Services also participated in the discussion of needs and priorities. These are presented in more detail throughout the Consolidated Plan.
3	Agency/Group/Organization	Bea's Kids
	Agency/Group/Organization Type	Services - Housing Services - Children Services - Elderly Persons Services - Persons with Disabilities Services - Persons with HIV/AIDS Services - Victims of Domestic Violence Services - Homeless Services - Health Services - Education Services - Employment Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Needs Non-Homeless Special Needs—Veterans, Domestic Violence, Disability, Seniors, Youth Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Bea's Kids staff participated in a focus group for the Consolidated Plan and also participated in the discussion of needs and priorities. These are presented in more detail throughout the Consolidated Plan.
4	Agency/Group/Organization	Woven Health

Table 2 – Agencies, groups, organizations who participated

	Agency/Group/Organization Type	Services - Housing Services - Children Services - Elderly Persons Services - Persons with Disabilities Services - Persons with HIV/AIDS Services - Victims of Domestic Violence Services - Homeless Services - Health Services - Education Services - Employment Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Needs Non-Homeless Special Needs—Veterans, Domestic Violence, Disability, Seniors, Youth Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Woven Health staff participated in a focus group for the Consolidated Plan and also participated in the discussion of needs and priorities. These are presented throughout the Consolidated Plan.
5	Agency/Group/Organization	Metrocrest Chamber
	Agency/Group/Organization Type	Services - Housing Services - Children Services - Elderly Persons Services - Persons with Disabilities Services - Persons with HIV/AIDS Services - Victims of Domestic Violence Services - Homeless Services - Health Services - Education Services - Employment Services - Victims

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Needs Non-Homeless Special Needs—Veterans, Domestic Violence, Disability, Seniors, Youth Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Metrocrest Chamber representatives participated in a focus group for the Consolidated Plan and also participated in the discussion of needs and priorities. These are presented in more detail throughout the Consolidated Plan.
6	Agency/Group/Organization	Carrollton-Farmers Branch Independent School District
	Agency/Group/Organization Type	Services - Housing Services - Children Services - Elderly Persons Services - Persons with Disabilities Services - Persons with HIV/AIDS Services - Victims of Domestic Violence Services - Homeless Services - Health Services - Education Services - Employment Services - Victims

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Needs Non-Homeless Special Needs—Veterans, Domestic Violence, Disability, Seniors, Youth Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Carrollton FB-ISD staff participated in a focus group for the Consolidated Plan and also participated in the discussion of needs and priorities. These are presented in more detail throughout the Consolidated Plan.
6	Agency/Group/Organization	REACH of Dallas
	Agency/Group/Organization Type	Services - Housing Services - Children Services - Elderly Persons Services - Persons with Disabilities Services - Homeless Services - Health Services - Education Services - Employment

	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs—Disability, Seniors, Youth Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	REACH of Dallas staff participated in an in-depth interview to discuss the housing and community development needs of residents with disabilities living in Carrollton or seeking to live in Carrollton. Discussion included identification and prioritization of needs, and the findings are discussed throughout the Consolidated Plan in more detail.

Table 2 – Agencies, groups, organizations who participated

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

N/A; all relevant agencies and organizations were invited to participate in the Five-year Consolidated Plan process.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care		

Table 3 – Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))

Carrollton participates in joint funding of the nonprofit organizations providing services to low income residents in many municipalities in the region. This cooperative funding promotes efficient delivery of services to residents in need and recognizes that needs do not end at jurisdictional boundaries--but require regional solutions.

Narrative (optional):

PR-15 Citizen Participation

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The citizen participation process included a stakeholder focus group and a Neighborhood Advisory Commission meeting attended by members of the public, representatives of the Carrollton-Farmers Branch Independent School District, social service providers, and leaders of Carrollton neighborhood organizations. Housing and community development needs identified by participants validated needs shown in the market and housing analyses as well as the professional experience of City staff and service providers. This in turn helped shape the goal setting process to address the identified needs.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Social services providers and Non-targeted/broad community	A total of 21 individuals attended the focus group and NAC meetings. Residents and stakeholders participating in the Consolidated Plan meetings and placed a high priority affordable housing for low and moderate income residents, particularly workforce housing, and on community revitalization activities, ranging from street and sidewalk repairs and accessibility improvements to home rehabilitation. During the next five years, Carrollton will make neighborhood revitalization and housing rehabilitation activities a top priority.	Participants identified a need for affordable rental housing for low income households, continued investment in street, sewer, sidewalk infrastructure in LMI areas, exterior and some interior home repairs, resources for homeless families, rental assistance for families at risk of homelessness, financial education and alternatives to predatory payday loans, recruitment of living wage employers and job training opportunities for low skill workers to "train up" the workforce, youth career readiness, and services and affordable housing for elderly and disabled residents. Mental health access and drug/alcohol treatment for low income uninsured and Medicaid recipients.	Not Applicable	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public hearings	Stakeholders and Residents who wish to comment on the Consolidated Plan and Action Plan	To be updated after hearings are complete	To be updated after hearings are complete	N/A; all comments are accepted	

Table 4 – Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

This portion of the Consolidated Plan identifies the resident groups in Carrollton with housing needs that are disproportionate to their representation in the jurisdiction overall. It also discusses the needs of residents with special needs in housing (special needs populations) and community development needs. The analysis is based on a combination of HUD-provided affordability data; Census American Community Survey (ACS) data; and primary data collected directly from residents and stakeholders who work in housing and community development or provide services to low income residents and special needs populations. The section also addresses a new HUD requirement to examine gaps in access to broadband (“digital inclusion”). Risks of and readiness to respond to natural disasters (“natural disaster resiliency”) are assessed in MA-20.

The primary findings from the needs assessment include:

Population growth. Carrollton’s 2017 population is 135,709. Between 2000 and 2017, the City’s population increased by 23.8 percent, an average annual growth rate of 1.4 percent. The City now has 26,133 more residents than in 2000. On average, between 2000 and 2017, Carrollton’s population grew by 1,500 residents per year. The median household income increased from \$62,406 in 2000 to \$77,998 in 2017, a 25 percent increase.

Disproportionate needs. Cost burden and severe cost burden is high for both renters and owners. According to the 2011-2015 CHAS data, 3,210 low to moderate income rental households experience cost burden (29%) and, among low to moderate income owner households, a lower number but similar proportion (2,640 or 30%) are cost burdened. In addition, 2,575 low to moderate income rental households experience severe cost burden (20%) while, again, a lower number but similar proportion (1,855 or 21%) of low to moderate income owner households are severely cost burdened.

For renters, cost burden is most common among residents with incomes between 30-50% and 50-80% AMI and severe cost burden is most common for residents with incomes between 0-30% AMI. For owners, cost burden is most common among residents with incomes between 50-80% AMI and severe cost burden is most common for residents with incomes between 0-30% and 30-50% AMI.

Ninety one percent of Pacific Islander households experience severe cost burden, compared with 11% of jurisdiction as a whole, for a difference of 80 percentage points.

By household type, small related households, both owner and renter, are most effected by cost burden and severe cost burden.

Non-homeless special needs. Approximately 6,680 households in Carrollton have a disability (hearing or vision impairment, ambulatory limitation, cognitive limitation or self-care or independent living limitation). Approximately 38 percent of households living with a disability have a housing need based on the housing problems data provided by HUD (CHAS data). In the next five years, households with disabilities in need of housing assistance is projected to grow by 140 households.

Community development needs. Neighborhoods in south Carrollton are the city's oldest, and tend to have fewer parks; more recently developed neighborhoods in the north must meet open space requirements that did not exist when south Carrollton developed. In recent years, the City has invested in significant upgrades to the recreation center in south Carrollton and to its parks. Residents of the City's LMI areas have similar access to grocery stores, libraries and recreation centers as other parts of Carrollton.

Residents of south Carrollton have a similar risk of flash floods or tornadoes as other areas of the City, but these residents are least likely to have the resources to create the emergency preparedness kits and family emergency plans recommended by the City's disaster recovery team.

In the next five years, community and public facilities in need of upgrades or rehabilitation are Crosby Recreation Center, Rosemeade Gymnasium, and Fire Stations Five and Six.

Digital inclusion. The City of Carrollton evaluated broadband needs of low- and moderate-income households. Citywide, 88 percent of households have a desktop or laptop computer and 93 percent have a smartphone. Eighty-three percent of households have broadband access by cable, fiber, or DSL and 91 percent have some type of broadband access—6 percent only have internet through their cellular data plan.

However, ACS data indicates that access is much lower for low- and moderate-income households. In Carrollton, just 5 percent of households earning \$75,000 or more per year are without an internet subscription compared to 32 percent of households earning less than \$20,000 per year and 21 percent of households earning between \$20,000 and \$75,000 per year.

In the course of the community engagement process, lack of access to broadband internet

service in low income households was discussed in terms of lacking resources to subscribe to services, not as a lack of service. The area's primary provider, MCI continues to push broadband infrastructure to the premise, but Carrollton only becomes aware of these efforts when MCI files for Right of Way (ROW) permits.

Future needs. A model of current and future housing needs developed for this study projects that, during the 5 years of this Consolidated Plan, housing needs in the City will grow to:

- Extremely low income families: 3,065 with housing needs now v. 3,236 in 2024;
- Very low income families: 3,605 with housing needs now v. 3,806 in 2024;
- Low income families: 3,970 with housing needs now v. 4,191 in 2024;
- Moderate income families: 1,380 with housing needs now v. 1,457 in 2024;
- Renters: 7,440 with housing needs now v. 7,855 in 2024;
- Owners: 6,310 with housing needs now v. 6,662 in 2024;
- Elderly households: 3,185 with housing needs now v. 3,363 in 2024;
- Single person households: 581 with housing needs now v. 613 in 2024;
- Large family households: 2,450 with housing needs now v. 2,587 in 2024;
- Limited English Proficiency (LEP) households: 171 with housing needs now v. 181 in 2024;
- Households with a member with a disability: 2,514 with housing needs now v. 2,654 in 2024. Of households with a disability with current needs—750 have hearing or vision impairments, 1,365 have ambulatory limitations, 1,010 have cognitive limitations, 1,335 have self-care or independent living limitations.
- Households with a domestic violence survivor: 129 with housing needs annually v. 136 annually in 2024.

NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

Summary of Housing Needs

Carrollton's 2017 population is 135,709. Between 2000 and 2017, the City's population increased by 23.8 percent, an average annual growth rate of 1.4 percent. The City now has 26,133 more residents than in 2000. On average, between 2000 and 2017, Carrollton's population grew by 1,500 residents per year.

By comparison, the population of the State of Texas grew by 37.6 percent between 2000 and 2018¹.

The most significant housing needs in Carrollton are cost burden and severe cost burden for both renters and owners. According to the 2011-2015 CHAS data, 3,210 low to moderate income rental households experience cost burden (29%) and, among low to moderate income owner households, a lower number but similar proportion (2,640 or 30%) are cost burdened. In addition, 2,575 low to moderate income rental households experience severe cost burden (20%) while, again, a lower number but similar proportion (1,855 or 21%) of low to moderate income owner households are severely cost burdened.

The HUD-provided tables show cost burden and other housing problems by income level (AMI). According to HUD, the four low-income ranges are defined as the following. Additionally, households making 100 percent or less (all four income ranges combined) are considered "low- to moderate- income". For the purposes of this plan, these definitions will be used consistency throughout the NA and MA sections.

- 0-30% AMI = extremely low-income
- 30-50% AMI = very low-income
- 50-80% AMI = low-income
- 80-100% AMI = low to moderate income

Demographics	Base Year: 2000	Most Recent Year: 2017	% Change
Population	109,576	135,709	23.8%
Households	39,136	47,064	20.3%
Median Income	\$62,406	\$77,998	25.0%

Table 5 - Housing Needs Assessment Demographics

Data Source: 2000 Census (Base Year), 2016-2017 ACS (Most Recent Year)

¹ US Census- population percentage change; April 1, 2010 to July 1, 2018

Number of Households Table

Number of Households	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	3,545	4,315	7,390	4,755	25,260
Small Family Households	1,520	2,065	3,340	1,995	14,210
Large Family Households	455	655	1,010	675	2,060
Household contains at least one person 62-74 years of age	505	720	1,355	775	4,240
Household contains at least one person age 75 or older	420	340	670	280	965
Households with one or more children 6 years old or younger	1,060	1,029	1,730	880	3,315

Table 6 - Total Households Table

Data Source: 2011-2015 Comprehensive Housing Affordability Strategy data (CHAS) provided by HUD

Housing Needs Summary Tables

1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	4	40	35	0	79	20	4	4	0	28
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	55	30	45	55	185	0	30	65	30	125
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	325	245	280	145	995	35	90	130	75	330
Housing cost burden greater than 50% of income (and none of the above problems)	1,750	645	160	20	2,575	610	765	400	80	1,855

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Housing cost burden greater than 30% of income (and none of the above problems)	100	1,215	1,635	260	3,210	160	540	1,225	715	2,640
Zero/negative Income (and none of the above problems)	245	0	0	0	245	75	0	0	0	75

Table 7 – Housing Problems Table

Data Source: 2011-2015 Comprehensive Housing Affordability Strategy data (CHAS) provided by HUD

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Having 1 or more of four housing problems	2,135	960	520	225	3,840	665	890	600	180	2,335
Having none of four housing problems	195	1,455	3,470	1,995	7,115	225	1,010	2,805	2,355	6,395
Household has negative income, but none of the other housing problems	245	0	0	0	245	75	0	0	0	75

Table 8 – Housing Problems 2

Data Source: 2011-2015 Comprehensive Housing Affordability Strategy data (CHAS) provided by HUD

3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	40	775	880	1,695	75	205	585	865
Large Related	90	165	135	390	0	115	245	360
Elderly	40	180	250	470	85	225	225	535
Other	15	250	415	680	0	35	215	250
Total need by income	185	1,370	1,680	3,235	160	580	1,270	2,010

Table 9 – Cost Burden > 30%

Data Source: 2011-2015 Comprehensive Housing Affordability Strategy data (CHAS) provided by HUD

4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	1,015	340	60	1,415	205	350	140	695
Large Related	240	0	10	250	105	190	20	315
Elderly	350	150	50	550	200	100	155	455
Other	415	170	45	630	150	150	80	380
Total need by income	2,020	660	165	2,845	660	790	395	1,845

Table 10 – Cost Burden > 50%

Data Source: 2011-2015 Comprehensive Housing Affordability Strategy data (CHAS) provided by HUD

5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	325	260	245	160	990	35	40	140	100	315
Multiple, unrelated family households	55	8	80	50	193	0	80	54	4	138
Other, non-family households	0	0	0	0	0	0	0	0	0	0
Total need by income	380	268	325	210	1,183	35	120	194	104	453

Table 11 – Crowding Information

Data Source: 2011-2015 Comprehensive Housing Affordability Strategy data (CHAS) provided by HUD

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Table 12 – Crowding Information

Data Source: 2011-2015 Comprehensive Housing Affordability Strategy data (CHAS) provided by HUD

Describe the number and type of single person households in need of housing assistance.

Carrollton's single person residents with housing needs are typically seniors who settled in the City during the 1970s and 1980s, when the City grew rapidly, and whose homes are aging and in need of repair. About 25 percent of Carrollton's households are made up of single people living alone.

Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.

Households with disabilities.

Approximately 6,680 households in Carrollton have a disability (hearing or vision impairment, ambulatory limitation, cognitive limitation or self-care or independent living limitation). Approximately 38 percent of households living with a disability have a housing need based on the housing problems data provided by HUD (CHAS data). In the next five years, households with disabilities in need of housing assistance is projected to grow by 140 households.

Victims of domestic violence.

According to the Centers for Disease Control (CDC), 37 percent of women and 34 percent of men aged 18 or older have experienced contact sexual violence, physical violence, or stalking by an intimate partner in their lifetime. Annual incidence rates—meaning the proportion of people who have experienced contact sexual violence, physical violence, or stalking by an intimate partner in the previous year—are 5.5 percent for women and 5.2 percent for men. Applying these rates to the Carrollton population of women and men over 18 indicates that 7,464 residents are likely to have experienced some type of domestic violence, dating violence, sexual assault and/or stalking by an intimate partner in the previous year. National statistics show that 3.6 percent of women and 1.0 percent of men experiencing intimate partner violence need housing services. In Carrollton, these statistics suggest that 267 victims of domestic violence

require housing services each year.

Although the supportive and housing services needed by intimate partner violence (IPV) victims vary, generally, all need health care and counseling immediately following the event and continued mental health support to assist with the traumatic stress disorder related to the event. Victims may also require assistance with substance abuse and mental health services, both of which are common among IPV victims. Affordable housing is also critical: The National Alliance to End Homelessness argues that a “strong investment in housing is crucial [to victims of domestic violence] ...so that the family or woman is able to leave the shelter system as quickly as possible without returning to the abuse.” The Alliance also reports that studies on homelessness have shown a correlation between domestic violence and homelessness (http://www.endhomelessness.org/pages/domestic_violence).

What are the most common housing problems?

The most common housing problems in Carrollton are cost burden and severe cost burden for both renters and owners. According to the 2011-2015 CHAS data, 3,210 low to moderate income rental households experience cost burden (29%) and, among low to moderate income owner households, a lower number but similar proportion (2,640 or 30%) are cost burdened. In addition, 2,575 low to moderate income rental households experience severe cost burden (20%) while, again, a lower number but similar proportion (1,855 or 21%) of low to moderate income owner households are severely cost burdened.

For renters, cost burden is most common among residents with incomes between 30-50% and 50-80% AMI and severe cost burden is most common for residents with incomes between 0-30% AMI. For owners, cost burden is most common among residents with incomes between 50-80% AMI and severe cost burden is most common for residents with incomes between 0-30% and 30-50% AMI.

Are any populations/household types more affected than others by these problems?

Yes, small related households, both owner and renter, are most effected by cost burden and severe cost burden.

Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance

Households spending 50 percent or more of their income on housing are considered at risk of

homelessness. These households have limited capacity to adjust to rising home prices and are vulnerable to even minor shifts in rents, property taxes, and/or incomes.

In Carrollton, 2,575 low to moderate income rental households experience severe cost burden (20%) while a lower number but similar proportion (1,855 or 21%) of low to moderate income owner households are severely cost burdened.

For renters, severe cost burden is most common for residents with incomes between 0-30% AMI and, for owners, severe cost burden is most common for residents with incomes between 0-30% and 30-50% AMI.

In January 2019, Metrocrest Services spearheaded the first point in time effort to count the unsheltered homeless in Carrollton and a number of surrounding communities. The point in time identified 19 individuals who are unsheltered in the City of Carrollton. In addition, they made an effort to identify others in the community who were housing unstable. This included school district students who were living in motels, doubling up with family or friends, or living in a shelter. The count estimated that there are 245 housing unstable students in the Carrollton Farmers Branch Independent School District (C-FB ISD) and 113 housing unstable students in the Lewisville Independent School District, which includes portions of North Carrollton. Furthermore, the point in time also counted an additional 425 individuals in Carrollton who had been living in a motel for months or years, another indicator of housing instability.

In a focus group, stakeholders noted that some individuals who are living in motels could afford to rent housing, but they cannot come up with the money for a deposit. Stakeholders added that many of Carrollton's homeless, including youth, are not fully unsheltered but are sleeping in their car, couch surfing, or living in motels; many also have mental health issues.

If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:

Indicators of at-risk population(s) include: being precariously housed (e.g., couch-surfing, living in hotel/motel), reporting being unable to pay utilities, reporting being unable to pay property taxes, being in the process of eviction or foreclosure, being unable to find a place to rent due to criminal history, history of eviction or foreclosure.

For the 2019 Metrocrest Point in Time Homeless Count, homelessness was defined as being unsheltered, living outdoors or in a place not intended for human habitation, such as a car. Housing unstable was defined as school district students who were living in motels, doubling up

with family or friends, or living in a shelter. They also identified how many residents were using motels for long-term housing.

Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness

Some of the most common social and housing characteristics that lead to housing instability and homelessness include severe cost burden (paying more than 50% of gross household income in housing costs); domestic violence; job losses/inability to find stable employment; medical or disability related conditions that negatively affect earned income; prior history of eviction or foreclosure; being precariously housed; difficulty paying utilities or property taxes; bad credit history; criminal history; mental illness; prior episodes of homelessness; LGBTQ youth; and extremely low income households.

Discussion

In addition to the topics discussed above, the City of Carrollton evaluated broadband needs of low- and moderate-income households. Citywide, 88 percent of households have a desktop or laptop computer and 93 percent have a smartphone. Eighty three percent of households have broadband access by cable, fiber, or DSL and 91 percent have some type of broadband access—6 percent only have internet through their cellular data plan.

However, ACS data indicate that access is much lower for low- and moderate-income households. In Carrollton, just 5 percent of households earning \$75,000 or more per year are without an internet subscription compared to 32 percent of households earning less than \$20,000 per year and 21 percent of households earning between \$20,000 and \$75,000 per year.

In the course of the community engagement process, lack of access to broadband internet service in low income households was discussed in terms of lacking resources to subscribe to services, not as a lack of service. The area's primary provider, MCI continues to push broadband infrastructure to the premise, but Carrollton only becomes aware of these efforts when MCI files for Right of Way (ROW) permits.

NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

A disproportionately greater need exists when the members of racial or ethnic group at an income level experience housing problems at a greater rate (10 percentage points or more) than the income level as a whole. For example, assume that 60% of all low-income households within a jurisdiction have a housing problem and 70% of low-income Hispanic households have a housing problem. In this case, low-income Hispanic households have a disproportionately greater need. Per the regulations at 91.205(b)(2), 91.305(b)(2), and 91.405, a grantee must provide an assessment for each disproportionately greater need identified. Although the purpose of these tables is to analyze the relative level of need for each race and ethnic category, the data also provide information for the jurisdiction as a whole that can be useful in describing overall need.

Disproportionate housing needs in a population are defined as having one or more of the following four housing problems in greater proportion than the jurisdiction as a whole or than whites: 1) Living in housing that lacks complete kitchen facilities, 2) Living in housing that lacks complete plumbing facilities, 3) More than one person per room (overcrowded), and 4) Cost burden greater than 30 percent of Area Median Income (AMI).

0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	3,065	155	320
White	930	65	70
Black / African American	380	49	70
Asian	395	4	135
American Indian, Alaska Native	10	0	0
Pacific Islander	40	0	0
Hispanic	1,280	30	45

Table 13 - Disproportionally Greater Need 0 - 30% AMI

Data Source: 2011-2015 Comprehensive Housing Affordability Strategy data (CHAS) provided by HUD

*The four housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	3,605	710	0
White	1,135	225	0
Black / African American	330	70	0
Asian	370	59	0
American Indian, Alaska Native	4	0	0
Pacific Islander	0	0	0
Hispanic	1,765	325	0

Table 14 - Disproportionally Greater Need 30 - 50% AMI

Data Source: 2011-2015 Comprehensive Housing Affordability Strategy data (CHAS) provided by HUD

*The four housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	3,970	3,415	0
White	1,700	1,490	0
Black / African American	505	215	0
Asian	435	495	0
American Indian, Alaska Native	10	20	0
Pacific Islander	0	0	0
Hispanic	1,250	1,165	0

Table 15 - Disproportionally Greater Need 50 - 80% AMI

Data Source: 2011-2015 Comprehensive Housing Affordability Strategy data (CHAS) provided by HUD

*The four housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,380	3,375	0
White	535	1,540	0
Black / African American	170	370	0
Asian	195	390	0
American Indian, Alaska Native	0	40	0
Pacific Islander	0	0	0
Hispanic	465	1,005	0

Table 16 - Disproportionally Greater Need 80 - 100% AMI

Data Source: 2011-2015 Comprehensive Housing Affordability Strategy data (CHAS) provided by HUD

*The four housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

Discussion

In general, housing need does not significantly vary by race or ethnicity, except for Black/African American households earning between 50 to 80% of AMI, who are disproportionately impacted by housing problems compared to both White households and the jurisdiction as a whole. This is an improvement from the prior Consolidated Plan, where Black/African American households experienced disproportionate housing need across almost every income level.

30 – 50% of AMI

- One hundred percent of American Indian/Alaska Native households have housing needs at this income level. This compares to 84 percentage points for the jurisdiction as a whole, a 16 percent point difference in housing needs than for Carrollton overall; however, the total number of American Indian/Alaska Native households at this income level (4) are too low to adequately assess disproportionality.

50 – 80% of AMI

- Seventy percent of Blacks/African American households have housing needs at this income level. This compares to 54 percentage points greater than the jurisdiction as a whole, a 16 percent point difference in housing needs than for Carrollton overall.

DRAFT

NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205

(b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

This section discusses severe housing needs as defined by HUD, using HUD-prepared housing needs data. The tables show the number of Carrollton households that have severe housing needs by income and race and ethnicity. Needs are defined as one or more of the following housing problems: 1. Housing lacks complete kitchen facilities, 2. Housing lacks complete plumbing facilities, 3. Household has more than 1.5 persons per room, 4. Household cost burden exceeds 50 percent.

0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,800	420	320
White	870	125	70
Black / African American	345	95	70
Asian	345	49	135
American Indian, Alaska Native	4	4	0
Pacific Islander	40	0	0
Hispanic	1,165	140	45

Table 17 – Severe Housing Problems 0 - 30% AMI

Data Source: 2011-2015 Comprehensive Housing Affordability Strategy data (CHAS) provided by HUD

*The four severe housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,850	2,465	0
White	590	775	0
Black / African American	185	215	0
Asian	210	220	0
American Indian, Alaska Native	4	0	0
Pacific Islander	0	0	0
Hispanic	865	1,225	0

Table 18 – Severe Housing Problems 30 - 50% AMI

Data Source: 2011-2015 Comprehensive Housing Affordability Strategy data (CHAS) provided by HUD

*The four severe housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,120	6,275	0
White	460	2,735	0
Black / African American	80	640	0
Asian	155	780	0
American Indian, Alaska Native	0	30	0
Pacific Islander	0	0	0
Hispanic	400	2,015	0

Table 19 – Severe Housing Problems 50 - 80% AMI

Data Source: 2011-2015 Comprehensive Housing Affordability Strategy data (CHAS) provided by HUD

*The four severe housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	405	4,350	0
White	39	2,035	0
Black / African American	10	530	0
Asian	85	495	0
American Indian, Alaska Native	0	40	0
Pacific Islander	0	0	0
Hispanic	270	1,205	0

Table 20 – Severe Housing Problems 80 - 100% AMI

Data Source: 2011-2015 Comprehensive Housing Affordability Strategy data (CHAS) provided by HUD

*The four severe housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

Discussion

In the City of Carrollton, there is evidence of disproportionate severe housing needs across nearly all earning levels.

0 – 30% of AMI

- According to HUD's cost burden data, 100 percent of Pacific Islander households in this income category have severe housing problems. This compares to 87 percent of households for Carrollton overall, a 13 percentage point difference in severe housing needs than the jurisdiction as a whole.

30 – 50% of AMI

- One hundred percent of American Indian/Alaska Native households in this income category have severe housing problems. This compares to 43 percent of households in the jurisdiction as a whole, a difference of 57 percentage points than in Carrollton overall; however, it is important to note that the total number of American

Indian/Alaska Native households at this income level are too low (10 households) to adequately assess disproportionality.

80 – 100% of AMI

- Fifteen percent of Asian households in this income category have severe housing needs. This compares to two percent of white households in Carrollton overall, a 13 percentage point difference in severe housing needs than white households in the jurisdiction.
- Eighteen percent of Hispanic households in this income category have severe housing needs. This is a 16 percentage point greater rate than white households, two percent of which experience severe housing problems, and a nine percentage point higher rate than the jurisdiction as a whole, nine percent of which experience severe housing problems.

NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction:

Cost burden is experienced when a household pays more than 30 percent of their gross household income toward housing costs, including utilities, insurance and property taxes.

Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	32,454	7,594	4,869	355
White	18,915	3,100	1,780	80
Black / African American	2,870	985	535	70
Asian	3,715	870	660	160
American Indian, Alaska Native	130	14	4	0
Pacific Islander	4	0	40	0
Hispanic	6,365	2,515	1,795	45

Table 21 – Greater Need: Housing Cost Burdens AMI

Data Source: 2011-2015 Comprehensive Housing Affordability Strategy data (CHAS) provided by HUD

Discussion:

In the City of Carrollton, 91 percent of Pacific Islanders are severely cost burdened, spending greater than 50 percent of their income on housing. Furthermore, this severe cost burden is disproportionate at a rate 80 percentage points higher than the jurisdiction as a whole.

NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)

Are there any Income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?

According to HUD, disproportionate need occurs when a household category has a level of need that is at least 10 percentage points higher than the level of need of all households in a particular income category. For example, if 60 percent of households earning between 50 and 80 percent of the area median income (AMI) have a housing problem, and 75 percent of Hispanic households in the same income category have a housing problem, Hispanic households would have a disproportionate need. The HUD data discussed above in Sections NA-15 and NA-20 indicate that disproportionately high needs exist for the following households:

- American Indian/Alaska Native households earning 30-50% of AMI have 17 percentage points greater housing needs than white households; however, the total number of American Indian/Alaska Native households at this income level are too low to adequately assess disproportionality;
- Blacks/African American households earning 50-80% AMI have 17 percentage points greater housing needs than white households;
- Pacific Islander households earning 0-30% AMI have 13 percentage points more severe housing needs than both white households;
- American Indian/Alaska Native earning 30-50% AMI households have 57 percentage points more severe housing needs than white; however, it is important to note that the total number of American Indian/Alaska Native households at this income level are too low to adequately assess disproportionality;
- Asian households earning 80-100% experience severe housing needs at a 13 percentage point higher rate than white households; and
- Hispanic households earning 80-100% experience severe housing needs at a 16 percentage point greater rate than white households.

If they have needs not identified above, what are those needs?

In addition to the above needs, many Hispanic residents live in the south Carrollton neighborhoods with infrastructure problems (streets, sidewalks, water/sewer) that have not yet been addressed through the NOTICE program. In fall 2019, the City of Carrollton will update its Analysis of Impediments to Fair Housing Choice which may identify other needs that disproportionately impact residents on the basis of race or ethnicity.

Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?

The City's Hispanic population is concentrated within several neighborhoods within the south central region of the City; one of these is a racially or ethnically concentrated area of poverty (R/ECAP). There are no African American concentrated areas in Carrollton; however, much of the African American population lives in the area east of City center.

DRAFT

NA-35 Public Housing – 91.205(b)

Introduction

The City of Carrollton does not have a public housing authority, nor are there any public housing developments within City limits. Carrollton residents can apply for Housing Choice Vouchers through the Dallas County Public Housing Authority (Dallas County PHA) and the Denton County Public Housing Authority (Denton County Public Housing Authority). The table below has been updated to reflect voucher holders in the City of Carrollton. The table in IDIS reflected all voucher holders in both the Dallas and Denton Housing Authority service areas.

According to the HUD data shown in the tables below, approximately 339 Carrollton residents have Housing Choice Vouchers

Demographic data of voucher holders are populated in the tables below based on data in IDIS, HUD's Picture of Subsidized Households database, and HUD's AFFH mapping and data tool, which provides data on the demographic characteristics of publicly-supported housing beneficiaries.

Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of vouchers	0	0	0	339	1	335	0	0	0

Table 22 - Public Housing by Program Type

***includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

Data Source: HUD Office of Policy Development and Research (PD & R) Picture of Subsidized Households database

Characteristics of Residents

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers				
				Total	Project - based	Tenant - based	Special Purpose Voucher	
							Veterans Affairs Supportive Housing	Family Unification Program
# Homeless at admission	0	0	0	0	0	0	0	0
# of Elderly Program Participants (>62)	0	0	0	129	0	129	0	0
# of Disabled Families	0	0	0	92	0	90	0	1
# of Families requesting accessibility features	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
# of HIV/AIDS program participants	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
# of DV victims	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Table 23 – Characteristics of Public Housing Residents by Program Type

Data Source: HUD Office of Policy Development and Research (PD & R) Picture of Subsidized Households database

Race of Residents

Race	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	N/A	N/A	N/A	45	N/A	45	N/A	N/A	N/A
Black/African American	0	0	0	227	0	227	0	0	0
Asian and Pacific Islander	N/A	N/A	N/A	46	N/A	46	N/A	N/A	N/A

Race	Certificate	Mod-Rehab	Public Housing	Program Type					
				Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
American Indian/Alaska Native	0	0	0	0	0	0	0	0	0
Asian and Pacific Islander	N/A	N/A	N/A	46	N/A	N/A	N/A	N/A	N/A
Asian and Pacific Islander	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Table 24 – Race of Public Housing Residents by Program Type

Data Source: HUD AFFH Table 6.

Ethnicity of Residents

Race	Certificate	Mod-Rehab	Public Housing	Program Type					
				Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	0	25	0	25	0	0	0
Not Hispanic	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Table 25 – Ethnicity of Public Housing Residents by Program Type

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: HUD AFFH Table 6

Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:

N/A. There are no public housing tenants in the City of Carrollton.

Most immediate needs of residents of Public Housing and Housing Choice voucher holders

For the previous Consolidated Plan, the City of Carrollton consulted with the PHAs that serve Carrollton residents through the Housing Choice Voucher program about the number and characteristics of Carrollton families on their wait lists. None of the PHAs had the ability to provide household information specific to Carrollton residents. In 2014, The Dallas County PHA reported that 21 Carrollton families were on their waiting list for Housing Choice Vouchers; the Denton County Housing Authority reported that 123 Carrollton families were on their waiting list.

How do these needs compare to the housing needs of the population at large

Please see above.

Discussion

Please see above.

NA-40 Homeless Needs Assessment – 91.205(c)

Introduction:

In general, there are two types of persons who are homeless in Carrollton: 1) Families and individuals who have fallen into homelessness because of financial or personal crises leading to eviction; and 2) Chronically homeless single individuals fleeing the streets and shelters in urban centers.

In January 2019, Metrocrest Services spearheaded the first point in time effort to count the unsheltered homeless in Carrollton and a number of surrounding communities. The point in time identified 19 individuals who are unsheltered, living outdoors or in a car, in the City of Carrollton. In addition, they made an effort to identify others in the community who were housing unstable. This included school district students who were living in motels, doubling up with family or friends, or living in a shelter. The count estimated that there are 245 housing unstable students in the Carrollton Farmers Branch Independent School District (C-FB ISD) and 113 housing unstable students in the Lewisville Independent School District, which includes portions of North Carrollton. Furthermore, the point in time also counted an additional 425 individuals in Carrollton who had been living in a motel for months or years, another indicator of housing instability.

On an average summer night approximately 8 to 12 persons experiencing homelessness can be found camping under bridges and along the railroad tracks leading into Carrollton. Most of these individuals are chronically homeless and have taken the DART light rail from Dallas to Carrollton looking for a relatively safe place to sleep. Carrollton does not have the resources to attend to their needs, and typically refers them to Metrocrest Services.

Metrocrest Services provides support for homeless individuals who have been encountered by police or other public service providers.

If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):

Please see above.

Nature and Extent of Homelessness: (Optional)

Race:	Sheltered:	Unsheltered (optional)
White	0	0
Black or African American	0	0
Asian	0	0
American Indian or Alaska Native	0	0
Pacific Islander	0	0
Ethnicity:	Sheltered:	Unsheltered (optional)
Hispanic	0	0
Not Hispanic	0	0

Data Source
Comments:

Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.

In January 2019, Metrocrest Services spearheaded the first point in time effort to count the unsheltered homeless in Carrollton and a number of surrounding communities. The point in time identified 19 individuals who are unsheltered, living outdoors or in a car, in the City of Carrollton. In addition, they made an effort to identify others in the community who were housing unstable. This included school district students who were living in motels, doubling up with family or friends, or living in a shelter. The count estimated that there are 245 housing unstable students in the Carrollton Farmers Branch Independent School District (C-FB ISD) and 113 housing unstable students in the Lewisville Independent School District, which includes portions of North Carrollton. Furthermore, the point in time also counted an additional 425 individuals in Carrollton who had been living in a motel for months or years, another indicator of housing instability.

The City of Carrollton provides annual funding through the City's General Fund to Metrocrest Services to provide emergency housing assistance to families and households at risk of homelessness. Each year, on average, the agency assists 7,200 Carrollton residents, represents 2,427 families, with over 33,000 individual services based on need. The primary services provided include food provision, information and referral, emergency financial assistance, and housing and utilities assistance.

Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.

The Metrocrest point in time count that covered the City of Carrollton did not provide data on the nature and extent of homelessness by race and ethnicity.

Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.

As discussed above, the January 2019 PIT count identified 19 individuals who are unsheltered, living outdoors or in a car, in the City of Carrollton. In addition, they made an effort to identify others in the community who were housing unstable. This included school district students who were living in motels, doubling up with family or friends, or living in a shelter. The count estimated that there are 245 housing unstable students in the Carrollton Farmers Branch Independent School District (C-FB ISD) and 113 housing unstable students in the Lewisville Independent School District, which includes portions of North Carrollton. Furthermore, the point in time also counted an additional 425 individuals in Carrollton who had been living in a motel for months or years, another indicator of housing instability.

Discussion:

Please see above.

NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)

Introduction:

This section provides an overview of the housing and supportive service needs of non-homeless special populations in Carrollton. The information on needs was primarily gathered through stakeholder consultation.

Describe the characteristics of special needs populations in your community:

Currently, 13 percent of Carrollton's residents are age 65 and older. This population will grow in the next 10 to 20 years with the aging of the Baby Boomers: residents between 55 and 64 years old make up 13 percent of City residents and those between 45 and 54 years of age make up 15 percent of City residents.

The aging of the City is likely to increase the number of residents with disabilities, as the incidence of disability is highly correlated with age. Currently, about 5 percent of Carrollton's residents have some type of disability. Forty three percent of the City's seniors have a disability. The most common types of disabilities are physical and inability to live independently (self-care disability).

An estimated 6,608 residents in Carrollton have an alcohol or other drug addiction, based on national incidence rates of individuals 18 years or older with a substance dependence.

An estimated 5488 residents in Carrollton have experienced domestic violence, based on incidence rates from the Centers for Disease Control (CDC). This includes rape, physical violence and/or stalking by an intimate partner.

An estimated 509 residents in Carrollton are living with HIV/AIDs, based on incidence rates from the Centers for Disease Control (CDC).

There are 3,593 households with Limited English Proficiency (LEP) in Carrollton.

What are the housing and supportive service needs of these populations and how are these needs determined?

As Carrollton's population ages, more and more households need accessibility modifications to their homes, ranging from ramps and widening doors to installation of grab bars, raised toilets and roll-in showers. These are improvements that many low income seniors cannot afford to make. Many of these homeowners also need assistance with yard work and exterior home maintenance. As with interior repairs, many low income seniors cannot afford to pay to have their yard maintained.

Many seniors have high costs of medications and other home care needs which strains already limited incomes for housing and costs of daily living. Another critical need for both seniors in Carrollton is transportation to medical appointments, shopping, church, and other daily activities. Metrocrest Services provides transportation for seniors to medical appointments and for food access; they provide about 8,000 rides per year to seniors. This support is not enough to meet the need for senior transportation. Through the public participation process, increasing property taxes strains seniors living on fixed incomes. While there are exemptions available, not all seniors are aware of this program. Others may require assistance to download and complete the form, available on the County website.

Stakeholders providing services to residents with disabilities identified accessible affordable housing, apartment buildings willing to become ADA compliant (both in-unit modifications and other accommodations, such as maintaining consistently working elevators and striping parking lots for disabled parking), and first floor units for increased ease of access as the greatest housing needs. Participants specified that it is very difficult to find housing that is affordable to people on Supplemental Security Income (SSI) and that rentals that have a 2-3x rent income requirements are a significant barrier to affordability. While transportation and accessibility issues are certainly barriers, participants felt that high rents are the largest exclusionary issue in securing housing. A lack of state and federal resources for deinstitutionalization coupled with a lack of affordable, accessible housing prevents or creates delays for people with disabilities to leave institutional settings.

Transportation is also a critical issue for residents with disabilities. In Carrollton, there's only one option for paratransit—DART required service around fixed route bus stops. Neighborhoods not served by DART are not a housing option for transit-dependent residents with disabilities, as paratransit is offered only around a $\frac{3}{4}$ mile radius of fixed route stops. In other communities, cities have negotiated with cab companies to require that they have a set number of accessible vans. Mobility within City limits is a challenge; continued curb cut completion is needed, as well as additional crosswalks that have audio signals to go along with the lights. Despite the need for ongoing ADA curb cut implementation, Carrollton's near 98 percent complete sidewalk network and 90/10 incentive program for sidewalk maintenance greatly enhances pedestrian or rolling mobility, a strength of the community.

Stakeholders also noted that there are no domestic violence emergency shelters or transitional housing in Carrollton. While service providers can offer some support, these individuals have to seek shelter in Dallas. For those with children, the school district will pick up the kids to help them stay in school, but they find that over time the kids transfer closer to where they're living. Area motels serve as informal transitional housing for families in crisis.

Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:

N/A; the City of Carrollton does not receive HOPWA funding.

Discussion:

Please see above.

DRAFT

NA-50 Non-Housing Community Development Needs – 91.215 (f)

Describe the jurisdiction's need for Public Facilities:

Community Facilities

The City of Carrollton has many community facilities offering a range of services to citizens. The overall score for the City's facilities is a C for 2018, which is unchanged from 2014. This grade is largely due to budget restraints that have not allowed for "cosmetic" improvements to be made to the buildings, such as replacing the carpet and painting the walls every 4 years.

The City is devoting the majority of CDBG funds to completing infrastructure projects in NOTICE neighborhoods; however, as detailed in the City's Five-Year Work Plan Project Schedule, funds from both the 2013 and 2018 municipal bonds are being devoted to continued community facility project completion, including a wide range of facility renovations and upgrades.

Park Improvements

According to the City's Five-Year Work Plan Project Schedule, planned improvement projects include additional trails, renovations at the Rosemeade Recreation center, city parks, and golf course upgrades.

How were these needs determined?

The City uses the Infrastructure Management System, or IMS, to track the condition of all the roads, sidewalks and alleys within the City limits to target the infrastructure that needs to be replaced. The system rates the condition of all the City's infrastructure on a scale of A to F. Every investment decision is score driven, and priority is given to addressing the 10 worst areas first.

Needs were also identified through the public input and stakeholder consultation process.

Describe the jurisdiction's need for Public Improvements:

Infrastructure

Infrastructure is a never ending cycle of deterioration and replacement. Roads and utilities are expected to last between 30 and 50 years, with the current life of roads and utilities in the City of Carrollton being about 40 years. The total cost of replacing the entire infrastructure for the City of Carrollton is estimated at over \$2 billion dollars, while the current surface infrastructure

repair needs are estimated to cost \$350 million. The City currently has an overall infrastructure score of B-.

Today, the largest challenge for the City is the replacement of infrastructure in neighborhoods built in the 1980s. Carrollton first developed in what is now south Carrollton, so the oldest infrastructure is in the south, moving north.

Streets

City staff estimates that there is a \$200 million backlog in street improvements. That said, through a 2018 bond election and CDBG funds, the City has the funds to complete street reconstructions in all neighborhoods built before the 1970s in the next five year period.

The arterial roadways in Carrollton have a quality rating of A-, the collector streets have a rating of B, and residential streets have an overall score a B- for condition. Overall condition of the City's surface infrastructure is B-.

Sidewalks

Carrollton has an impressive estimated 98 percent sidewalk coverage, and the remaining areas that do not have sidewalks tend to be areas where the neighbors adamantly refuse their installation.

The City has a targeted sidewalk improvement program geared toward making sure that children have safe sidewalks to take to schools. In 2016, the City drew a 500 foot diameter around each school and made improvements to sidewalks within this range. Now that those improvements are complete, the City is widening the diameter to a quarter mile around schools. These safe sidewalk improvements are made through general fund dollars.

In addition, Carrollton has a 90/10 sidewalk improvement program where the City will pay 90 percent of the cost and the property owner 10 percent. This program helps to keep the City's sidewalks safe and accessible.

In interviews, disability stakeholders mentioned the need for continued completion of curb cuts for increased accessibility at the ends of sidewalks, an ongoing project for the City of Carrollton and other Metrocrest communities.

Water and Sewer Lines

The City's water infrastructure received an overall grade B- for 2018. Currently, the City of Carrollton's drainage infrastructure has been awarded a grade of B+.

According to the City's Five-Year Work Plan Project Schedule, planned improvement projects include a wide range of water line and water facility projects.

How were these needs determined?

The City tracks condition through internal processes and prioritizes projects through the creation of the Capital Improvement Plan. All of the City's investment decisions are score-driven, with the lowest scores receiving top priority for replacement.

Non-street/sewer/water capital improvements are identified by each Department and then forwarded by Engineering to the Capital Improvements Advisory Committee. These improvement requests include any vertical construction and things like the development of an aquatic park. Other priorities are determined through bond elections, such as funding for adding jail space. City Council and the City Manager's office set the parameters for bond investments and capital improvements, incorporating recommendations from the Capital Improvements Advisory Committee.

Describe the jurisdiction's need for Public Services:

Public service needs include a range of needs from homelessness prevention to job retraining to home care for aging seniors. The City uses general fund dollars to support information and referral, counseling and/or advocacy, emergency financial assistance, medical care and/or assistance, transportation, home maintenance and/or repair, after school care and/or activities, food, utilities, clothing and shelter assistance.

How were these needs determined?

Needs were based on input from partners who serve low income residents and residents at risk of homelessness. Service providers have a unique ability to identify the most pressing needs through service provision and tracking of resources that are most requested and used by residents.

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

The Market Analysis tables and narrative in the Consolidated Plan provide data on the current condition of the City's housing market. This includes type and size of housing units; affordable units at risk of being converted to market rate pricing; gaps in what households can afford and what is available in the rental market; the physical condition of housing and rehabilitation needs; and the housing needs of workforce and special needs populations.

Housing costs in Carrollton continued to increase during the past 5 years, especially home values, outpacing increases in median income. The median home value increased from \$125,900 in 2000 to \$240,700 in 2017, a 91 percent increase. The median contract rent increased from \$781 in 2000 to \$1,179 in 2017, a 51% increase.

Despite these increases, Carrollton remains relatively affordable by regional and national standards. The increase in housing costs was greater than increases in income, which means that it is relatively more difficult to buy or rent today than it was 5 years ago. The good news is that most owners and renters earn enough to avoid being cost burdened.

The last Consolidated Plan identified a gap in affordable rental housing for very low income renters, and this has improved slightly since then. In 2014, the Consolidated Plan identified a shortage of 2,900 affordable rental units priced at less than \$500/month for renters earning less than \$20,000 per year. That gap is now 2,125 units. However, as rental prices have increased the gap has widened to include renters in the \$20,000 to \$25,000 income range. Altogether, there is a shortage of 2,795 affordable rental units or subsidies for renters earning less than \$25,000 per year (these units should rent for \$625 and less with utilities). One of the primary housing concerns raised by stakeholders in focus groups was the lack of affordable rental housing. Stakeholders surmised that low income households may leave the community if they are unable to secure affordable rental housing, which may be driving the slight narrowing of the gap, rather than an increase in affordable units.

Sixty percent of the residential properties in Carrollton are one-unit detached structures and 20 percent are properties with five to 19 units. Ninety two percent of owner-occupied properties have three or more bedrooms. Renter occupied units are evenly spread among one and two bedroom units, with 21 percent of units having three or more bedrooms.

The vast majority of owner-occupied units (82%) were built before 1999. A smaller but significant majority of renter-occupied units (72%) were also built before 1999. As noted by stakeholders, this aging housing stock requires maintenance and rehabilitation.

Carrollton's economy remains strong, and the City has a very low unemployment rate of 3.20%, compared to a national unemployment rate of 4.1%.² Fifty nine percent of Carrollton workers travel less than thirty minutes to get to work.

The City of Carrollton has made impressive investments in infrastructure rehabilitation and replacement. From 2015 to 2019, the City of Carrollton rehabilitated or replaced 62.3 lane miles of streets, 14.9 miles of alleys, 55.0 miles of sidewalks, 9.9 miles of water lines, and 11.2 miles of sewer lines. The City now has 98 percent sidewalk coverage. There is currently a \$200 million backlog in street improvements; however, the City is working to address this through funds raised through a 2018 bond and CDBG funds.

² 2017 ACS Unemployment

MA-10 Number of Housing Units – 91.210(a)&(b)(2)

Introduction

This section provides an overview of the housing supply in Carrollton.

All residential properties by number of units

Property Type	Number	%
1-unit detached structure	29,641	60.54%
1-unit, attached structure	1,921	3.92%
2-4 units	2,187	4.47%
5-19 units	9,773	19.96%
20 or more units	5,376	10.98%
Mobile Home, boat, RV, van, etc	59	0.12%
<i>Total</i>	48,957	100.00%

Table 26 – Residential Properties by Unit Number

Data Source: 2017 ACS 1-Year

Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	75	0.27%	386	2.03%
1 bedroom	85	0.30%	7,281	38.24%
2 bedrooms	1,965	7.01%	7,385	38.79%
3 or more bedrooms	25,901	92.42%	3,986	20.94%
<i>Total</i>	28,026	100.00%	19,038	100.00%

Table 27 – Unit Size by Tenure

Data Source: 2017 ACS 1-Year

Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

According to the Office of Policy Development and Research (PD & R) Picture of Subsidized Households database, 69 percent of family households that utilize assisted housing units in Carrollton are extremely low income. Eighty seven percent are minorities, 62 percent of whom are Black/African American. Of those who are aged 62 years or older, 3 in 4 (77%) have a disability.

Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.

HUD's Multifamily Assistance and Section 8 Contracts Database identified one assisted housing development in Carrollton. While the database reflects that this property contains four units, the City has confirmed that this is a single-family residential home. This development is slated to expire in 2020, which means this home could be at-risk from being lost from the assisted living inventory, which would contribute to the overall loss of assisted housing stock.

Does the availability of housing units meet the needs of the population?

No, not across all income levels. The gap in affordable rental housing for very low income renters has improved slightly since the last Five-year Consolidated Plan; however, a shortage of units and subsidies still exists. In 2014, the Consolidated Plan identified a shortage of 2,900 affordable rental units priced at less than \$500/month for renters earning less than \$20,000 per year. That gap is now 2,125 units. However, as rental prices have increased the gap has widened to include renters in the \$20,000 to \$25,000 income range. Altogether, there is a shortage of 2,795 affordable rental units or subsidies for renters earning less than \$25,000 per year (these units should rent for \$625 and less with utilities).

Describe the need for specific types of housing:

Carrollton's primary housing needs are 1) Rehabilitation of condition and infrastructure in existing affordable and moderately priced housing, especially for seniors and residents with disabilities, 2) Larger supply of affordable and subsidized rental units, with rents of less than \$625 per month, including mixed income apartments.

Discussion

Please see above.

MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

Introduction

This section describes rental and homeownership affordability in Carrollton. It is informed by a rental gaps analysis that compares the supply of rental housing at various income levels to the number of renters who can afford such rents. The section also examines how housing costs have changed relative to income growth of Carrollton households.

Cost of Housing

	Base Year: 2000	Most Recent Year: 2017	% Change
Median Home Value	\$125,900	\$240,700	91%
Median Contract Rent	\$781	\$1,179	51%

Table 28 – Cost of Housing

Data Source: 2017 ACS 1-Year

Rent Paid	Number	%
Less than \$500	251	1.34%
\$500-999	9,848	52.48%
\$1,000-1,499	7,019	37.40%
\$1,500-1,999	1,145	6.10%
\$2,000 or more	502	2.68%
<i>Total</i>	<i>18,765</i>	<i>100%</i>

Table 29 – Rent Paid

Data Source: 2017 ACS 1-Year

Housing Affordability

% Units affordable to Households earning	Renter	Owner
30% HAMFI	0	No Data
50% HAMFI	255	0
80% HAMFI	545	0
100% HAMFI	No Data	0
<i>Total</i>	<i>800</i>	<i>0</i>

Table 30 – Housing Affordability

Data Source: CHAS 2011-2015

Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	836	989	1201	1600	2080
High HOME Rent	836	989	1193	1370	1509
Low HOME Rent	727	779	935	1080	1205

Table 31 – Monthly Rent

Data Source: 2019 HUD FMR and HOME Rents

Is there sufficient housing for households at all income levels?

The 2017 ACS provides the most recent profile and home values, rents and income distribution of Carrollton households. To determine how well the current inventory and pricing of housing units meets the needs of Carrollton residents, a gaps analysis was conducted. This gaps analysis compares what households can afford to pay in monthly rent or mortgage (including debt service, property insurance and taxes) to the price distribution in the market.

The gaps analysis showed that:

In 2017, approximately 17 percent of Carrollton’s renters—or about 3,149 renters— earned less than \$25,000 per year. These renters are typically single people, single parents and families living in poverty.

Renters earning less than \$25,000 per year have a hard time finding rental units they can afford. Most of the City’s rents fall in the \$1,250 to \$1,875 range, which is far from affordable to the lowest income renters. There are about 353 rental units in the City, two percent of total rental units, with rents \$625 or less per month (the maximum affordable gross rent for a renter earning \$25,000). There are 3,149 renters who need rents this low, leaving a gap of 2,795 units. It should be noted that this gap has remained stable, declining slightly from the previous gap of 2,900 reported in the 2014-2018 Consolidated Plan.

In a focus group, stakeholders emphasized that the primary challenge for low income households is a lack of affordable rental units. One stakeholder estimated that, “in Carrollton, the average two bedroom rent is \$1,490; a household would need an income of \$60,000 to afford that rent. Forty percent of Carrollton residents can’t afford to pay the average rent.” Other stakeholders pointed to the 425 residents living in area motels for months or years at a time as another indicator of a lack of affordable rental units.

A comparison of renters at various income levels to the distribution of home values shows that home ownership is within attainment to the majority of moderate income renters. Furthermore, more than half (55%) of homes in Carrollton have a value that is affordable for renters making \$50,000 or less.

How is affordability of housing likely to change considering changes to home values and/or rents?

Carrollton continues to be one of the more affordable jurisdictions in the region, offering affordable homes for moderate income renters wanting to be owners. The City's rental gap has also narrowed since the last Five-Year Consolidated Plan was completed. Potential future threats to this affordability would be rising mortgage interest rates and high demand for both rental and ownership housing which could reduce supply.

How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

Carrollton's rental costs are similar to FMRs for Dallas County. In 2019, 44 percent of Carrollton's rental units were priced at less than \$1,250/ month, with a 2017 median contract rent of \$1,179. The 2-bedroom FMR and high HOME rent are similar to the median contract rent in Carrollton suggesting that if units are available, voucher holders could find units in Carrollton. Preservation of affordable housing, thereby maintaining Carrollton's role as an important provider of workforce housing to the Dallas MSA, will be a primary strategy during the 2019-2023 Consolidated Planning period.

Discussion

Please see above.

MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

Introduction

This section provides an overview of the condition of housing in Carrollton.

Definitions

The City of Carrollton provides the following definitions of Substandard Condition and Substandard Condition but suitable for rehabilitation:

Substandard Condition: Any building or portion thereof that is determined to be an unsafe building in accordance with section 102 of the building code, or any building or portion thereof, including any dwelling unit, guest room or suite of rooms, or the premises on which the same is located, in which there exists any of the conditions referenced in this section to an extent that endangers the life, limb, health, property, safety or welfare of the public or the occupants thereof, shall be deemed and hereby are declared to be substandard buildings.

Substandard Condition but suitable for rehabilitation – Whenever the structure in which a nonconforming use is housed, operated or maintained is damaged by fire or other causes to the extent of more than 50 percent, but less than the total, of the reasonable value of the structure on the date of the damage, the right to operate such nonconforming use shall cease, except upon action of the Board of Adjustment to permit reconstruction of such structure and continuance of the nonconforming use. Such action by the Board of Adjustment shall have due regard for the property rights of the person or persons affected, and shall be considered in regard to the public welfare, character of the area surrounding such structure, and the conservation, preservation and protection of property.

Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	4,844	17.28%	7,450	39.13%
With two selected Conditions	216	0.77%	740	3.89%
With three selected Conditions	0	0.00%	0	0.00%
With four selected Conditions	0	0.00%	0	0.00%
No selected Conditions	22,966	81.95%	10,848	56.98%
<i>Total</i>	28,026	100.00%	19,038	100.00%

Table 32 – Condition of Units

Data Source: 2017 ACS 1-Year

Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	4,969	17.73%	5,331	28.00%
1980-1999	14,973	53.43%	8,918	46.84%
1950-1979	7,762	27.70%	4,744	24.92%
Before 1950	322	1.15%	45	0.24%
<i>Total</i>	28,026	100.00%	19,038	100.00%

Table 33 – Year Unit Built

Data Source: 2017 ACS 1-Year

Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	9,355	33.94%	4,895	27.65%
Housing Units build before 1980 with children present	1,569	5.69%	1,565	8.84%

Table 34 – Risk of Lead-Based Paint

*Children 6 and under

Data Source: 2011-2015 Comprehensive Housing Affordability Strategy data (CHAS) provided by HUD

Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units	N/A	N/A	N/A
Abandoned Vacant Units	N/A	N/A	N/A
REO Properties	N/A	N/A	N/A
Abandoned REO Properties	N/A	N/A	N/A

Table 35 - Vacant Units

Data Source: 2005-2009 CHAS

Need for Owner and Rental Rehabilitation

As shown in the table above, much of Carrollton's housing was built between 1980 and 1999 (51%) and 1950 to 1979 (27%). Some of these homes were built on land with soil challenges and, as such, have internal as well as infrastructure improvement needs. Condition and infrastructure challenges are some of the most pressing housing needs in Carrollton.

Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards

Lead-based paint has been recognized as a major environmental hazard facing children. Elevated blood lead levels in young children can lead to a range of problems from relatively subtle developmental disabilities to severe impairment or even death. Common effects include impaired cognition and functioning, slowed learning abilities and behavioral disorders. Often these manifestations are subtle during early childhood but become more pronounced as children progress through school.

As shown in the table above, an estimated 1,569 owner occupied, and 1,565 renter occupied housing units in Carrollton were constructed before 1980 and have children under the age of 6 living in them. If these units contain a proportionate share of persons in poverty as the City proportion overall (12.8% of families with children live in poverty in Carrollton), then 201 owner occupied and 200 renter occupied housing units in Carrollton could be occupied by low-income families with children that could contain lead based paint hazards.

Discussion

In addition to the topics discussed above, City of Carrollton Emergency Management staff described the natural hazard risks to low- and moderate-income residents in Carrollton, including risks expected to increase due to climate change.

A flood that occurred in 2015 is most recent example of larger scale, FEMA-level natural disaster. The flood greatly impacted west Carrollton, and in particular, an RV park. In the 2015 flood response the city partnered with Metrocrest Services to respond and it was an incredibly effective partnership. More typical events that pose a natural disaster risk are flash floods, hail, and wind storms that don't commonly rise to FEMA levels.

Carrollton's low and moderate income areas and residents tend to be more greatly impacted by any storm because they are less financially resilient and can't recover from a storm as easily as others. When Carrollton has an event that doesn't merit a federal declaration, there's not as

many options for aid to people who are uninsured or underinsured. Flash floods are a good example of an event that usually doesn't rise to a federal level but that impacts a lot of people because of not having insurance. This type of unexpected expense, like having a car flooded out, can be enough to put a family in crisis.

Carrollton does not have bad flood plains that are highly populated. The drainage issues that were problematic in the RV park that was impacted by the 2015 flood have been mitigated. The nature of Carrollton's potential disasters—flash floods, hail, wind—don't have built/infrastructure solutions. Preparedness is the most important prevention strategy. The City has focused on helping residents become prepared—having an emergency supply kit, a family emergency plan, and being able to receive warning messages (phone, TV, radio). The biggest barriers to preparedness—lack of money to create an emergency kit and time to create the kit, make a family emergency plan—are most likely to impact the City's most vulnerable residents.

The City would like to pursue a grant to help supply emergency kits and/or weather radios to households that need them.

Carrollton hosts and participates in preparedness fairs, making presentations, and providing other informational resources. After storm events, the City also provides education about how to avoid scams, reminding residents that contractors have to be registered with the City.

To reach residents Limited English Proficiency (LEP) with a preparedness message, the department makes presentations to local church groups whose congregations are predominantly foreign-born. Tornado education is especially important with some of the immigrants from Korea and Vietnam who may have no experience with tornados. The City works hard to build partnerships with these churches so that when a warning goes out, they trust the warning because they remember the information from church.

MA-25 Public and Assisted Housing – 91.210(b)

Introduction

Low and moderate income renters needing housing assistance in Carrollton are primarily served by the Housing Choice Voucher program offered by housing authorities in Dallas, Dallas County and Denton County. Approximately 339 Carrollton residents receive rental assistance through the voucher program.

Totals Number of Units

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of vouchers	0	0	0	339	0	0	0	0	0

Table 36 – Total Number of Units by Program Type

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream-Year, and Nursing Home Transition

Data Source: HUD Office of Policy Development and Research (PD & R) Picture of Subsidized Households database

Describe the supply of public housing developments:

Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:

N/A. There are no public housing developments in Carrollton.

Public Housing Condition

Public Housing Development	Average Inspection Score

Table 37 - Public Housing Condition

Describe the restoration and revitalization needs of public housing units in the jurisdiction:

N/A. There are no public housing developments in Carrollton.

Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:

N/A. There are no public housing developments in Carrollton.

Discussion:

Please see above.

DRAFT

MA-30 Homeless Facilities and Services – 91.210(c)

Introduction

This section provides an overview of the facilities and services available to assist persons who are homeless or at risk of homelessness in Carrollton. The chronically homeless population has traditionally been very small in Carrollton. As such, Carrollton has no traditional shelter or continuum of care system to serve the homeless. Instead, Carrollton funds area service providers for homeless prevention activities.

In January 2019, Metrocrest Services spearheaded the first point in time effort to count the unsheltered homeless in Carrollton and a number of surrounding communities. The point in time identified 19 individuals who are unsheltered, living outdoors or in a car, in the City of Carrollton. In addition, they made an effort to identify others in the community who were housing unstable. This included school district students who were living in motels, doubling up with family or friends, or living in a shelter. The count estimated that there are 245 housing unstable students in the Carrollton Farmers Branch Independent School District (C-FB ISD) and 113 housing unstable students in the Lewisville Independent School District, which includes portions of North Carrollton. Furthermore, the point in time also counted an additional 425 individuals in Carrollton who had been living in a motel for months or years, another indicator of housing instability.

Facilities and Housing Targeted to Homeless Households

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	0	0	0	0	0
Households with Only Adults	0	0	0	0	0
Chronically Homeless Households	0	0	0	0	0
Veterans	0	0	0	0	0
Unaccompanied Youth	0	0	0	0	0

Table 38 – Facilities and Housing Targeted to Homeless Households

Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons

The City of Carrollton annually awards nearly \$425,000 in General Fund dollars to local social service and health care providers to offer a range of services to low income residents, including those who are homeless. Food provision, information and referral, emergency financial assistance, housing and rental assistance, physical and mental health care services to uninsured or underinsured residents are among the health, mental health, and employment services available. Metrocrest Services, Woven Health Clinic, Casa of Denton County, Children's Advocacy, and Bea's Kids are among the primary providers of mainstream services.

List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.

Metrocrest Services, located in Farmers Branch, is the largest provider of homeless assistance in Carrollton. The City of Carrollton provides annual funding to Metrocrest Services to provide emergency housing assistance to families and households at risk of homelessness. Each year, on average, the agency assists 7,200 Carrollton residents, represents 2,427 families, with over 33,000 individual services based on need. The primary services provided include food provision, job information and referral, emergency financial assistance, and housing and utilities assistance.

In addition to Metrocrest Services, the City also funds the following organizations providing services to people who are homeless and those who are at risk of homelessness:

- Children's Advocacy Center- provides housing assistance and other services for children, victims of domestic violence, and individuals experiencing homelessness;
- Woven Medical Clinic- a health agency;
- Bea's Kids- Child welfare agency focusing on children and education; and
- CASA of Denton County- provides housing assistance and other services for children, victims of domestic violence, and individuals experiencing homelessness;

Finally, Carrollton's Neighborhood Advisory Commission comprised of neighborhood leaders oversee and guide the City's general fund expenditures supporting Carrollton's most vulnerable populations, including homelessness.

MA-35 Special Needs Facilities and Services – 91.210(d)

Introduction

This section supplements NA-45--Non-Homeless Special Needs Assessment with a description of the facilities and services available in Carrollton.

Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs

Currently, 13 percent of Carrollton's residents are age 65 and older. This population will grow in the next 10 to 20 years with the aging of the Baby Boomers: residents between 55 and 64 years old make up 13 percent of City residents and those between 45 and 54 years of age make up 15 percent of City residents. Seniors typically need supports related to health care including access to health services and home health care options, transportation, and supports related to aging in place such as home modification, home repair, and assistance with maintenance.

The aging population of the City is likely to increase the number of residents with disabilities, as the incidence of disability is highly correlated with age. Currently, about 5 percent of Carrollton's residents have some type of disability. Forty-three percent of the City's seniors have a disability. The most common types of disabilities are physical and inability to live independently (self-care disability).

Supportive services are a critical component of creating opportunity for people with disabilities to live in integrated settings in the community. These services are particularly important for residents transitioning out of institutional care.

In typical housing markets, persons with disabilities have difficulty finding housing that accommodates their needs. Regulatory barriers on group living arrangements, transit access, housing accessibility and visitability, and proximity to health services, are just some of the opportunity related issues that people with disabilities face.

Other special needs groups that are most likely to need supportive services include:

An estimated 6,608 residents in Carrollton have an alcohol or other drug addiction, based on national incidence rates of individuals 18 years or older with a substance dependence.

An estimated 5,488 residents in Carrollton have experienced domestic violence, based on incidence rates from the Centers for Disease Control (CDC). This includes rape, physical violence and/or stalking by an intimate partner.

An estimated 509 residents in Carrollton are living with HIV/AIDs, based on incidence rates from the Centers for Disease Control (CDC).

There are 3,593 households with Limited English Proficiency (LEP) in Carrollton.

Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing

There are no specific supportive housing programs in Carrollton for persons returning from mental and physical health institutions. Housing assistance would be provided by the two housing authorities serving Carrollton. Supportive services would be provided by nonprofit service providers, namely Metrocrest Services. Woven Health Care provides mental health, addiction, and physical health services to low income and uninsured populations.

Stakeholders representing people with disabilities pointed to a lack of state and federal resources for deinstitutionalization as an obstacle for people with disabilities to return to the community from institutional settings.

Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)

Carrollton intends to continue providing general funds to nonprofit partners for supportive services. These funds have averaged nearly \$400,000. The City's philosophy is to provide funds to local experts, like Metrocrest Services, who are best equipped to meet the housing and supportive service needs for non-homeless residents with special needs.

The City's NOTICE program infrastructure investments, People Helping People program, Emergency Repair program, and the City's Minor Home Repair program all support the continued viability of naturally occurring affordable housing in Carrollton's LMI areas, benefitting special needs populations.

For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))

N/A

DRAFT

MA-40 Barriers to Affordable Housing – 91.210(e)

Negative Effects of Public Policies on Affordable Housing and Residential Investment

Carrollton is in the process of updating its Analysis of Impediments to Fair Housing Choice, which will be available in the fall of 2019. The last AI, conducted in 2015, found no negative effects of public policies on production of affordable housing and residential investment.

Stakeholders in the public participation process for the Consolidated Plan and the forthcoming AI identified Not-in-My-Backyard Syndrome (NIMBYism) as a potential barrier to affordable housing development, which could be mitigated with education and outreach and future investments that prioritize affordable and workforce housing.

In addition, stakeholders expressed concern about the adverse effects and potential displacement of low income, often Hispanic or Asian residents related to implementation of the Apartment Crime Reduction Program, including the loss of naturally occurring affordable multifamily housing due to demolition. The extent to which this and other public policies create barriers to affordable housing will be explored further in the AI.

MA-45 Non-Housing Community Development Assets – 91.215 (f)

Introduction

This section provides an overview of the economic and community development climates in Carrollton. The discussions were informed by the City's Economic Development Department, the Metrocrest Chamber of Commerce, stakeholder focus group, and also incorporates data from the HUD pre-populated tables.

Economic Development Market Analysis Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	213	26,142	0.27%	0.73%	0.46%
Arts, Entertainment, Accommodations	9,479	381,763	12.17%	10.66%	-1.51%
Construction	5,971	197,010	7.66%	5.50%	-2.17%
Education and Health Care Services	15,187	716,497	19.49%	20.00%	0.50%
Finance, Insurance, and Real Estate	7,281	302,359	9.35%	8.44%	-0.91%
Information	1,498	85,857	1.92%	2.40%	0.47%
Manufacturing	7,151	279,950	9.18%	7.81%	-1.37%
Other Services	2,670	93,021	3.43%	2.60%	-0.83%
Professional, Scientific, Management Services	9,913	620,846	12.72%	17.33%	4.60%
Public Administration	1,147	66,933	1.47%	1.87%	0.40%
Retail Trade	10,082	394,603	12.94%	11.01%	-1.93%
Transportation and Warehousing	3,596	214,641	4.62%	5.99%	1.38%
Wholesale Trade	3,719	203,157	4.77%	5.67%	0.90%
Total	77,907	3,582,779	100.00%	100.00%	

Table 39 – Business Activity

Data Source: 2017 ACS 1-Year and U.S. Census Bureau Quarterly Workforce Indicators (QWI)

Labor Force

Total Population in the Civilian Labor Force	80,519
Civilian Employed Population 16 years and over	77,907
Unemployment Rate	3.20%
Unemployment Rate for Ages 16-24	14.30%
Unemployment Rate for Ages 25-65	2.27%

Table 40 – Occupations by Sector

Data Source: 2017 ACS 1-Year

Occupations by Sector	Number of People
Management, business, science, and arts	31,563
Natural resources, construction, and maintenance	6,451
Service	11,418
Sales and office	20,147
Production, transportation and material moving	8,328

Table 41 – Occupations by Sector

Data Source: 2017 ACS 1-Year

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	42,412	59.40%
30-59 Minutes	25,557	35.79%
60 or More Minutes	3,435	4.81%
<i>Total</i>	71,404	100%

Table 41 – Travel Time

Data Source: 2017 ACS 1-Year

Education:

Educational Attainment by Employment Status (Population 25 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	7,977	293	2,478
High school graduate (includes equivalency)	12,094	483	2,798
Some college or Associate's degree	16,939	351	3,070
Bachelor's degree or higher	28,925	419	2,930

Table 43 – Educational Attainment by Employment Status

Data Source: 2017 ACS 1-Year

Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	0	568	1,894	3,163	2,062
9th to 12th grade, no diploma	832	961	2,608	1,554	349
High school graduate, GED, or alternative	4,268	3,616	6,102	5,657	2,662
Some college, no degree	3,595	4,285	3,869	6,578	2,965
Associate's degree	392	1,232	1,474	2,922	716
Bachelor's degree	1,625	6,794	4,621	12,313	2,056
Graduate or professional degree	58	1,115	2,235	5,245	2,151

Table 44 – Educational Attainment by Age

Data Source: 2017 ACS 1-Year

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	25,107
High school graduate (includes equivalency)	31,162
Some college or Associate's degree	44,109
Bachelor's degree	59,116
Graduate or professional degree	70,477

Table 45 – Median Earnings in the Past 12 Months

Data Source: 2017 ACS 5-Year

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

The employment industries that provide the greatest share of jobs in Carrollton are: Education and Health Care Services (20% of all jobs), Professional/Scientific/Management Services (17% of all jobs), and Retail Trade (11% of all jobs).

Most workers in Carrollton are employed in Education and Health Care Services (19% of workers), Retail Trade (13% of workers), Professional/Scientific/Management Services, Finance/Insurance/Real Estate (13% of workers), and Arts/Entertainment/Accommodations (13% of workers).

The Jobs less Workers in the far right column of the Business Activity table suggests that Carrollton has more workers than jobs in the Arts/Entertainment/Accommodations, Construction, Finance/Insurance Real Estate, Manufacturing, Other Services and Retail Trade industries. Conversely, the City houses less workers than jobs in the Agriculture/Mining/Oil &

Gas Extraction, Education and Health Care, Information, Professional/Scientific/Management Services, Public Administration, Transportation/Warehousing/Utilities, and Wholesale Trade industries.

Data provided by the Economic Development Department reports the top employment opportunities in Carrollton are administrative support jobs (17% of all workers); positions in manufacturing (12%); construction jobs (10%), and positions in the wholesale trade industry (9%).

Describe the workforce and infrastructure needs of the business community:

Although the Dallas Metroplex continues its strong population growth which helps the supply of trained and trainable workers, both skilled and unskilled, there continues to be a mismatch between available workers and available jobs. For both skilled and unskilled workers, Carrollton has a deceptively large manufacturing base which is constantly looking for good applicants. Public/Private partnerships need to target unskilled workers with programs designed to ensure that basic jobs skills such as the importance of arriving on-time, how to work as part of a team, etc. are in place as well as a basic understanding of math. Skilled workers need a competitive level of STEM knowledge as well as very job-specific skills customized for specific employers. The Carrollton-Farmers Branch Independent School District has intentionally focused on creating opportunities for career readiness, technical and trade skills in addition to college prep.

The good news for Carrollton is that the “Labor Shed” for such workers is nearly the entire Dallas Metroplex since it is reasonable to draw such workers from a wide radius (45-60 minute) commute by car or by public transportation. Carrollton’s 3 DART stations are a distinct competitive advantage to enable cost-effective commuting for all workers. Additionally, Carrollton’s wide choice of housing stock, both to purchase or rent, makes living and working in Carrollton a realistic consideration.

Since Carrollton is an inner-ring, older suburb, aging infrastructure is always an on-going challenge. The current status of Carrollton’s water, sewer, and streets is monitored closely and a 5-Year Capital Improvement Plan is constantly updated to focus inadequate resources to projects that do the most good and provide the City with the best Return-on-Investment (ROI). Carrollton’s AAA bond rating enables prudent borrowing to occur to assist with funding needs.

In a focus group, stakeholders noted the need for more workforce housing. They noted that it can be difficult for companies to hire and retain employees due to affordable housing issues. Stakeholders maintain that prospective companies that are considering a location in Carrollton want to know that the community has housing that employees at all levels of income can afford to live in, not just the executives. In recent years, relocations of corporate or regional

headquarters to Carrollton or nearby suburb Frisco, have resulted in these companies importing their white collar workforce, due to a skill mismatch with Carrollton's existing labor force.

A major on-going, resource need for the region continues to be the supply of water to serve growing commercial and residential use. Carrollton is better positioned than many suburbs since it contracts with the City of Dallas for water and the Dallas Water Utilities and the City of Carrollton are both rated "Superior" by the Texas Commission on Environmental Quality (TCEQ) agency.

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.

The relocation of Toyota US Headquarters to Plano in 2017 has been and continues to be a huge opportunity for Carrollton. The US Headquarters is now located 20 minutes from Carrollton. The move resulted in jobs for 4,000 team members in Plano, including more than 1,000 new team members. Carrollton is a competitive location for Toyota support facilities to locate their companies and for Toyota workers and support workers to find reasonable housing to purchase or rent.

Pharmaceuticals company AmerisourceBergen opened its new Austin Ranch location in Carrollton in April of 2019. The location has 1,300 employees, officially making the company Carrollton's largest private employer. The company plans to add 1,850 jobs in Carrollton over the next 10 years.

The addition of Toyota US Headquarters and AmerisourceBergen, along with the resultant support jobs, while a *net positive* to the continued growth and viability of Carrollton, will significantly increase the need to improve municipal infrastructure and services and will further complicate the competition for both skilled and unskilled labor.

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

Due to being located in a metro area, Carrollton has access to a large pool of skilled labor. For those companies that are in need of specialized labor, the local universities and community colleges have programs/curriculums in place to address those needs. Carrollton is a well-educated City; nearly half of all employed residents have a Bachelor's

degree or higher. The results of the Job/Workers comparison in the Business Activity table identify an opportunity to target residents' education to the well-paying industries in Carrollton that are importing workers, particularly Professional, Scientific, Management Services.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.

Skills Development Fund

The Texas Workforce Commission administers the Skills Development Fund, which provides state funds to respond directly to the workforce needs of Texas employers. With these funds, customized training helps to ensure the current workforce stays up-to-date to keep businesses competitive and new workers are trained with the skills industries require. The Skills Development Fund successfully merges business needs and local training opportunities into a winning formula to increase the skill levels and wages of the Texas workforce. Since its inception in 1996, the skills program has helped 4,446 employers create 116,065 jobs and upgrade the skills of 256,885 incumbent workers, for a total of 372,950 workers trained. Participating workers have received career and/or advancement opportunities at the completion of training, which includes wages equal to or greater than the prevailing wage in the local area. Statewide, the average wage paid to workers trained with skills grants has increased from \$10.33 an hour in FY 1996 to \$28.54 an hour in FY 2018. Brookhaven College assists the companies in Carrollton that want to pursue this grant opportunity.

Self-Sufficiency Fund

The Self-Sufficiency Fund Program, administered by the Texas Workforce Commission, assists businesses by designing, financing and implementing customized job training programs in partnership with public community and technical colleges, higher education extension services and community-based organizations for the creation of new jobs and/or the retraining of existing workforce. The goal of the Self-Sufficiency Fund is to assist recipients of Temporary Assistance of Needy Families, Supplemental Nutritional Assistance program or a parent whose annual wages are at or below \$37,000 to obtain training, get jobs and become independent of financial assistance.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

Yes

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

Dallas Regional Chamber. The Dallas Regional Chamber is the area's leading membership-driven business organization committed to promoting economic prosperity by leading economic development, driving improvements in public education, influencing public policy, and catalyzing and advocating for regional partnerships. The Chamber works to ensure that the Dallas region will become the most economically prosperous region -and the most desirable place to live and work - in the United States. The Chamber is a not-for-profit organization comprised of businesses which represent all facets of the North Texas business community.

DFW Marketing Team. The DFW Marketing Team is an alliance of economic development organizations in the Dallas/Fort Worth area. The team works with site location consultants and corporate real estate executives examining the Dallas/Fort Worth region for business locations and expansion.

Team Texas. An organization comprised of economic development professionals from across the State that lead a regional effort to attract new businesses to Texas.

Metrocrest Chamber. The Metrocrest Chamber serves members in Carrollton, Addison, and Farmers Branch. The purpose of the Metrocrest Chamber of Commerce is to create economic prosperity for our members by providing programs, resources, and support that assist and benefit business, government and citizens resulting in a vibrant place to live and work. The Chamber strives to facilitate the connections that create the region's most productive business and community relationships.

Discussion

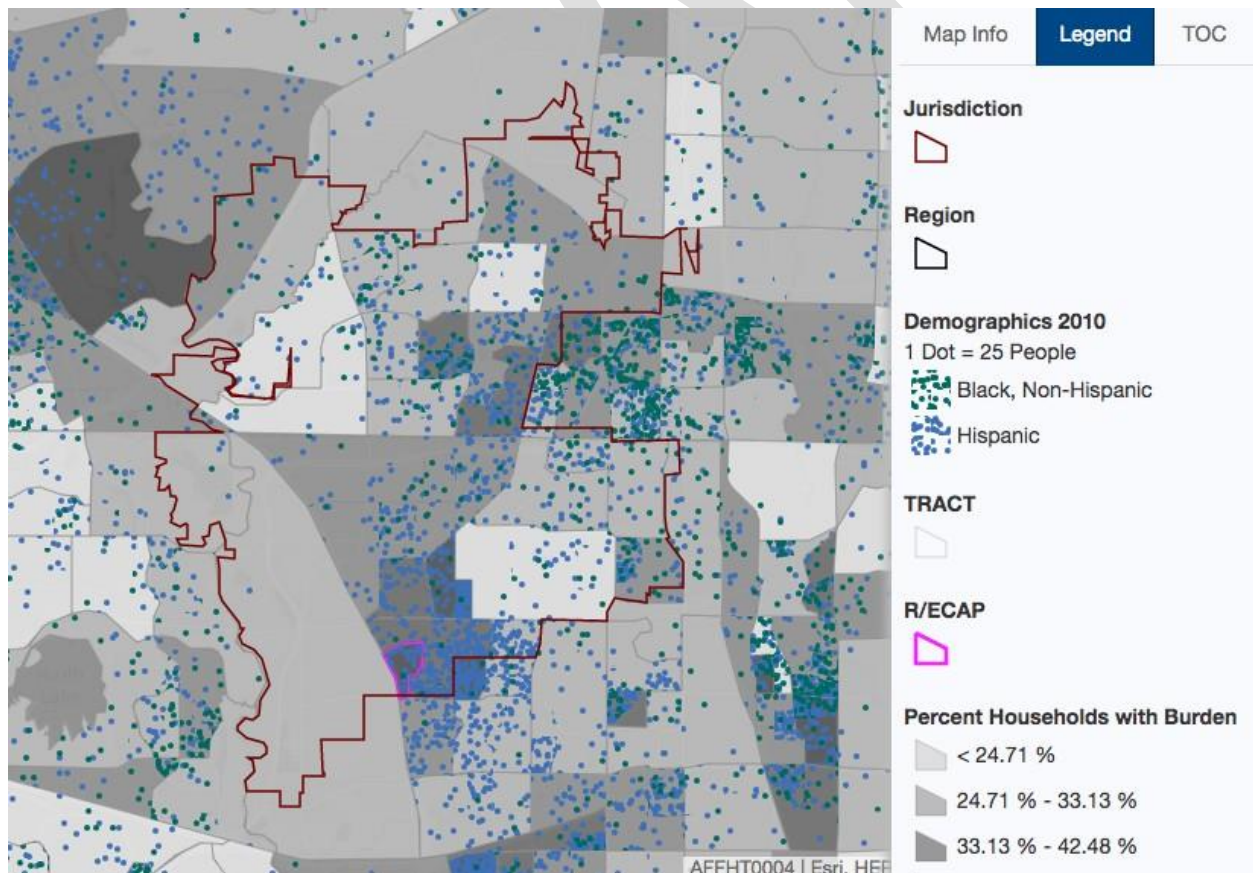
Please see above.

MA-50 Needs and Market Analysis Discussion

**Are there areas where households with multiple housing problems are concentrated?
(include a definition of "concentration")**

Yes. Households residing in areas of Carrollton with infrastructure problems are located in south central and, to a lesser extent, east central Carrollton. According to HUD's AFFH Tool Map 6 (shown below), the households that experience the highest rates of housing problems are located in SE Carrollton and, secondarily, in East Carrollton; these are the areas where the City is prioritizing CDBG investments to preserve affordable and workforce housing.

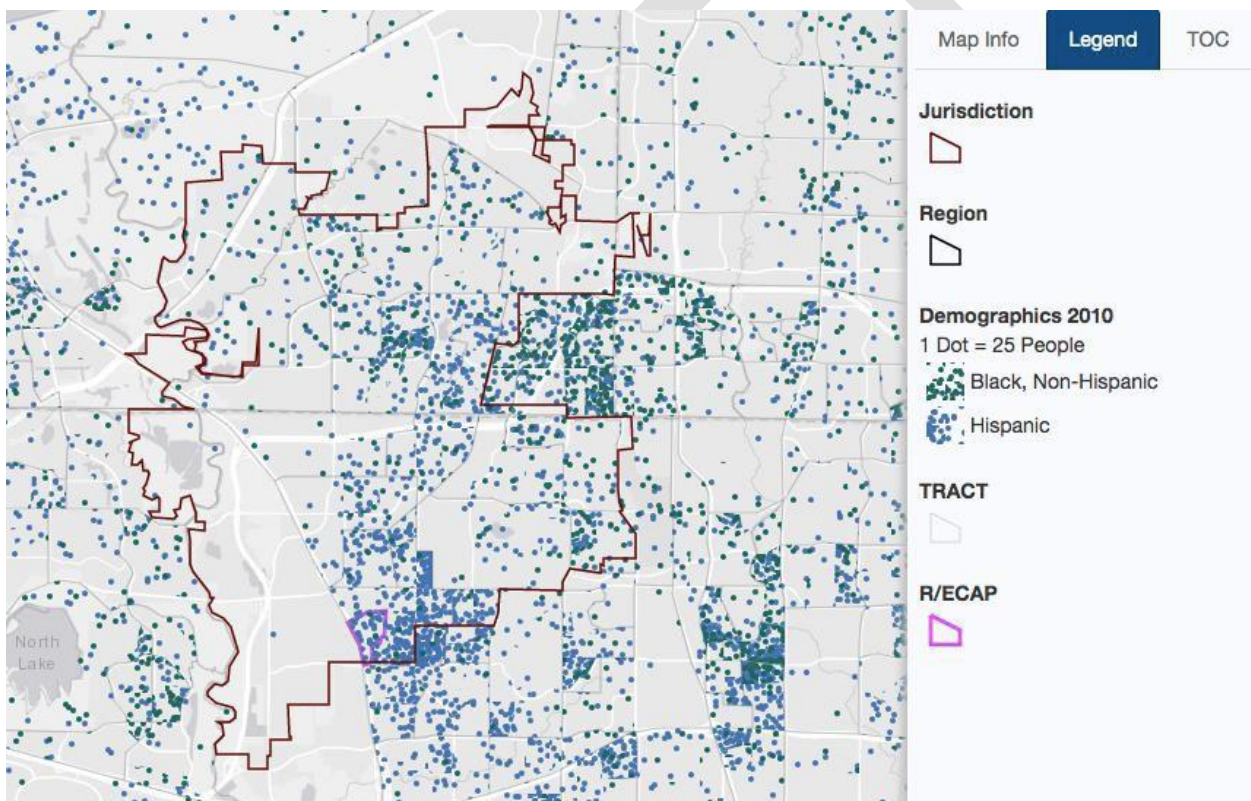
The total cost of replacing the street infrastructure for the City of Carrollton is estimated at over \$200 million dollars. The City uses the Infrastructure Management System, or IMS, to track the condition of all the roads, sidewalks and alleys within the City limits to target the infrastructure that needs to be replaced. The system rates the condition of all the City's infrastructure on a scale of A to F. Currently, the City of Carrollton's infrastructure has a B- in overall condition. Areas with low ratings in qualified LMI Census tracts become NOTICE priority neighborhoods.



Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

Yes. According to the AFFH Data and Mapping Tool, census tract 103713 is a Racially or Ethnically Concentrated Area of Poverty (R/ECAP). The population of this R/ECAP is 1,874. Of these, 1,659 (81%) residents are Hispanic. As a basis of comparison, 31% of the population of Carrollton is Hispanic. According to HUD's AFFH tool, no housing choice voucher holders live in this R/ECAP.

Map 5 from the AFFH tool appears below and shows the areas where Hispanic and Black residents are clustered.



What are the characteristics of the market in these areas/neighborhoods?

These neighborhoods are characterized by older, more affordable housing stock. They are also moderate and low income areas. Amenities and services in the area include Crosby Recreation Center and the Carrollton Health and Rehabilitation Center. Central Elementary is just west of the tract and Francis Perry Park is just to the north of the tract.

Are there any community assets in these areas/neighborhoods?

Assets of NOTICE neighborhoods include: close proximity to major transportation corridors, good supply of affordable housing, quality public schools, established and mature neighborhoods.

Are there other strategic opportunities in any of these areas?

Yes, in preservation of affordable housing stock.

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Strategic Plan

SP-05 Overview

Strategic Plan Overview

The Goals established for the 2019-2023 Five-year Consolidated Plan are similar to those in the past five-year plan. The goals and activities planned for the next five years address the most significant needs in the City: 1) The need to maintain and preserve existing housing stock, and 2) The need to provide social supports to residents living in poverty and who have special needs.

Five-year goals and activities include the following:

Goal No. 1: Revitalize and maintain public infrastructure in the City's low and moderate income neighborhoods.

- Continue to fund the City's NOTICE program with CDBG dollars. Update and revise existing ranking system as needed to determine priority neighborhoods for the program. Complete necessary repairs to street, alley, sidewalk, water and sewer line infrastructure until the entire neighborhood is repaired or reconstructed.
- Continue to implement enhanced code enforcement in neighborhoods where NOTICE repairs have been completed.
- Continue to provide matching grants to neighborhood groups to upgrade and restore public property in the City through the City's Neighborhood Enhancement Matching Grant Program.
- Include annual funding for NOTICE - Neighborhood Revitalization projects with CDBG dollars. Funding will be utilized for neighborhood based bricks and mortar improvement projects to upgrade and restore public property.

Goal No. 2: Preserve and strengthen existing housing stock through the home rehabilitation program.

- Continue to fund the Home Rehabilitation program to assist low to moderate income homeowners with completion of home repairs that they would otherwise have been unable to afford.
- Types of activities will include: Minor Home Repair for exterior repairs (proposed 12 units) Emergency Repair for interior and exterior repairs for health and safety issues (proposed 5 units) People Helping People, for repairs and supplies to provide

volunteers to assist with needed exterior repairs and maintenance (proposed 2 units) Interior Accessibility, to provide assistance with interior renovations needed to provide wheelchair and other accessibility modifications (proposed 2 units)

Goal No. 3: Assist local social service providers targeting low to moderate income residents.

- Continue to allocate a portion of the City's General Fund towards grants and donations for Carrollton service providers that target low to moderate income residents.

Goal No. 4: In Year 4, once NOTICE Neighborhood projects are complete, fund public park and facility updates.

- Provide funding for upgrades to City Parks in the low- to moderate- income area.
- Provide funding for upgrades to City Facilities in the low- to moderate- income area.

SP-10 Geographic Priorities – 91.215 (a)(1)

Geographic Area

1	Area Name:	2019-2023 NOTICE Priority Neighborhoods
	Area Type:	Local Target area
	Other Target Area Description:	
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	Other
	Other Revital Description:	Public Infrastructure
	Identify the neighborhood boundaries for this target area.	
	Include specific housing and commercial characteristics of this target area.	
	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	
	Identify the needs in this target area.	
	What are the opportunities for improvement in this target area?	
	Are there barriers to improvement in this target area?	

Table 46 – Geographic Priority Areas

General Allocation Priorities

Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA)

NOTICE Priority Neighborhoods are selected based on their infrastructure needs and CDBG eligibility. Many of these neighborhoods also have high concentrations of persons of Hispanic descent. For the 2019-2023 Five-year Consolidated Planning period, the Priority Neighborhoods include first completing the neighborhoods that are under design. To date, the City has finished projects in twelve (12) CDBG eligible neighborhoods. Eleven additional neighborhoods (CDBG and non CDBG eligible) have already been identified to pursue in the coming years.

Future priority neighborhoods are:

1. Woodlake, Section 3

2. A.W. Perry, CDBG eligible
3. Carrollton Heights; CDBG eligible, also Hispanic concentrated neighborhood
4. Northcrest Estates
5. Duncan Heights, CDBG eligible
6. Whitlock
7. Brake-Kirby-Cox, CDBG eligible, also Hispanic concentrated neighborhood

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SP-25 Priority Needs - 91.215(a)(2)

Priority Needs

1	Priority Need Name	Neighborhood Infrastructure Improvements
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Frail Elderly Persons with Mental Disabilities Non-housing Community Development
	Geographic Areas Affected	2019-2023 CDBG Target Area
	Associated Goals	Goal 1. Improve Neighborhood Infrastructure
	Description	Improvements to public infrastructure in residential areas. Includes streets, alley, sidewalk, water and sewer line repairs.
	Basis for Relative Priority	The basis for this prioritization is the need to preserve and maintain housing stock in Carrollton's older neighborhoods, in which low income households, racial and ethnic minority residents, seniors and residents with special needs reside. Infrastructure improvements are needed to maintain the quality of the neighborhoods and existing housing.
2	Priority Need Name	Housing and Neighborhood Improvements
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Frail Elderly Persons with Physical Disabilities Non-housing Community Development

	Geographic Areas Affected	Locations vary through the city based upon income qualifications of applicants
	Associated Goals	Goal 2. Enhance Code Enforcement Goal 3. Provide Neighborhood Matching Grants Goal 4. Preserve Existing Housing Stock
	Description	Repairs to homes owned by low and moderate income households and enforcement of residential building codes in target neighborhoods.
	Basis for Relative Priority	The basis for this prioritization is the need to preserve and maintain housing stock in Carrollton's older neighborhoods, in which low income households, racial and ethnic minority residents, seniors and residents with special needs reside. Home repairs, that would otherwise be unaffordable and/or not made, are crucial to preserve existing, affordable housing. Code enforcement activities lengthens the life of neighborhood infrastructure and home repairs and improve overall neighborhood quality.
3	Priority Need Name	Public Services/Social Supports
	Priority Level	High
	Population	Extremely Low Low Large Families Families with Children Public Housing Residents Chronic Homelessness Individuals Families with Children Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Victims of Domestic Violence
	Geographic Areas Affected	Varies in location throughout the city

	Associated Goals	Goal 5. Assist Service Providers
	Description	Ensure that residents living in poverty, those with special needs and residents experiencing or and at-risk of homelessness are able to access the social supports they need.
	Basis for Relative Priority	An effective social support system is a necessary component of a healthy, sustainable city. If residents should experience financial or social crises, it is important that they can access the services they need to keep them in their homes, stay employed, maintain healthy relationships and provide positive family environments for their children.

Table 47 – Priority Needs Summary

Narrative (Optional)

SP-30 Influence of Market Conditions – 91.215 (b)

Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	
TBRA for Non-Homeless Special Needs	
New Unit Production	
Rehabilitation	The continued aging of the City's housing stock--much of which was built during the 1970s and 1980s--and the growth of the City's senior population is a primary reason that the City will continue to prioritize rehabilitation of existing homes, as well as improvements to residential infrastructure.
Acquisition, including preservation	Preservation of existing, affordable housing is a high priority for the City, for the reasons discussed above. The City's residential infrastructure improvement program is the cornerstone of preservation efforts.

Table 48 – Influence of Market Conditions

SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)

Introduction

This section discusses the resources that will be used to meet the goals of the 2019-2023 Five-year Consolidated Plan. These resources are financial, involve partnership opportunities, and include ability to leverage additional funds.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition, Admin and Planning, Economic Development, Housing, Public Improvements, Public Services	828,463	0	39,765	868,228	0	

Table 49 – Anticipated Resources

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

The City's Community Services Division is the lead agency for the implementation of the community development plan. Internally, the Community Services Division works in collaboration with all City Departments to deliver projects, services and other benefits to eligible neighborhoods and clients. Externally, the Division works with all organizations (primary organizations listed below) so long as the need is well documented and is eligible under HUD regulations.

The Community Services Division is the lead agency for the administration of CDBG funding. To effectively implement the Community Development Plan, funding for the department comes from CDGB funds as well as the City Council will make available an estimated \$425,000 in general fund resources to fund agencies that are actively engaged in the provision of social services in Carrollton.

In exchange for the funding, the agencies and organizations work closely with the City in the provision of social services to all citizens in need. The close partnership the City has with each

agency grows with each year of collaboration. Staff that is employed as part of CDBG grant administration and planning activity provide technical, referral and capacity building assistance for the agencies on an ongoing basis.

The list below identifies some of the principle partners for the City's priority funding and service development:

- a. Bea's Kids
- b. CASA of Denton County
- c. Children's Advocacy Center for Denton County
- d. WOVEN Medical Clinic
- e. Metrocrest Services

The City meets with all of its partners on an as-needed basis to develop organization capacity and programming offerings. Staff also regularly provides technical assistance and professional expertise to further develop institutional structure for all agencies and organizations serving the low-to-moderate income citizens of Carrollton.

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

The City does not intend to use publicly owned land or property to fulfill the goals of the 2019-2023 Five-year Consolidated Plan.

Discussion

Please see above.

SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Bea's Kids	Non-profit organizations	Non-homeless special needs public services	Jurisdiction
CASA of Denton County	Non-profit organizations	Non-homeless special needs public services	Region
Children's Advocacy Center for Denton County	Non-profit organizations	Non-homeless special needs public services	Region
Metrocrest	Non-profit organizations	Homelessness Non-homeless special needs Rental public services	Region
WOVEN	Non-profit organizations	Families & Children, Homelessness, non-homelessness, special needs	Region

Table 50 – Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

The organizations listed in the table above have requested public services funding and are likely partners in the delivery of services to help meet Carrollton's Consolidated Plan goals. The Community Services Division, a subset of the Carrollton City Council, recommends funding and institutional partners to City Council. The full Council considers all requests and establishes a budget for public services.

The institutional structure in Carrollton is efficient and serves a variety of community needs. Carrollton is fortunate to be part of a regional network of service providers, which allows the leveraging of resources across the Dallas MSA.

In addition, the Home Rehabilitation Program works closely with area social service agencies and Metrocrest Services (MSS). This partnership is a key to identifying and delivering services under this program. Metrocrest Services provides referrals and conducts the intake and processing of all applicants. By partnering with these agencies, the City of Carrollton reduces administration burdens but is able to maximize program effectiveness.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	X	X	X
Legal Assistance			
Mortgage Assistance			
Rental Assistance	X	X	X
Utilities Assistance	X	X	X
Street Outreach Services			
Law Enforcement	X	X	
Mobile Clinics	X		
Other Street Outreach Services			
Supportive Services			
Alcohol & Drug Abuse	X	X	X
Child Care	X	X	X
Education	X	X	X
Employment and Employment Training	X	X	X
Healthcare	X	X	X
HIV/AIDS	X		
Life Skills	X	X	X
Mental Health Counseling	X		
Transportation	X		
Other			

Table 51 – Homeless Prevention Services Summary

Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

The City of Carrollton's discussions and consultations with area homeless service providers has revealed the need for a more sophisticated and coordinated effort to address the needs of the homeless population. Carrollton currently supports the efforts of area service providers to address the needs of persons who are homeless. Services funded include counseling, childcare, transitional housing, health care, drug and alcohol detoxification, classes on parenting skills, access to medical facilities and community-based family support centers.

The need to provide transitional shelter facilities for the homeless in Carrollton has been identified as a priority by service providers in the area. However, a general lack of funding for transitional housing has prevented agencies from developing transitional housing. Supportive services that could be expanded to better meet the needs of homeless and sub-populations include counseling, job skills training, rental and utility payment assistance, clothing, childcare, and job referrals.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above

The largest gap in meeting the needs of Carrollton's special needs populations and persons who are homeless is lack of funding.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs

The City of Carrollton will continue to support Metrocrest Services and other organizations in their endeavor to provide assistance to the homeless and/or near homeless population in Carrollton.

The City also plans to supplement the work of the various City-funded social service agencies to end chronic homelessness by promoting the preservation and maintenance of existing housing through its Home Rehabilitation Program.

SP-45 Goals Summary – 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Goal 1. Improve Neighborhood Infrastructure	2019	2023	Non-Housing Community Development	2019-2023 NOTICE Priority Neighborhoods	Neighborhood Infrastructure Improvements	CDBG: \$3,000,000	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 500 Households Assisted
2	Goal 2. Enhance Code Enforcement	2019	2023	Non-Housing Community Development	2019-2023 NOTICE Priority Neighborhoods	Housing and Neighborhood Improvements	CDBG: \$356,000	Housing Code Enforcement/ Foreclosed Property Care: 3750 Rental Housing Units
3	Goal 3. Provide Neighborhood Matching Grants	2019	2023	Non-Housing Community Development		Housing and Neighborhood Improvements		General Funds For Neighborhood Enhancement Matching Grants - \$300,000
4	Goal 4. Preserve Existing Housing Stock	2019	2023	Affordable Housing Non-Housing Community Development		Housing and Neighborhood Improvements	CDBG: \$562,500	Homeowner Housing Rehabilitated: 100 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome
5	Goal 5. Assist Service Providers	2019	2023	Homeless Non-Homeless Special Needs Non-Housing Community Development		Public Services/Social Supports	CDBG: \$0	Public service activities for Low/Moderate Income Housing Benefit: 80,000 Households Assisted Homelessness Prevention: 75,000 Persons Assisted General Funding for 5-Year period: \$2,000,000

Table 52 – Goals Summary

Goal Descriptions

1	Goal Name	Goal 1. Improve Neighborhood Infrastructure
	Goal Description	<p>Due to the City's aging neighborhoods and unique circumstances involving soil quality in the Carrollton area, significant public infrastructure repairs are needed throughout the City. Rather than randomly address necessary repairs, the City has elected to systematically implement needed street, alley, sidewalk and water and sewer line repairs one neighborhood at a time until the entire public infrastructure in that area has been repaired or reconstructed. Once repairs have been completed the City ensures that the neighborhoods are well preserved through code enforcement activities. These two efforts are called the <i>Neighborhood Oriented Targeted Infrastructure and Code Enforcement</i> program, or NOTICE.</p> <p>Goal 1 relates to the first element of NOTICE: infrastructure improvement. Through the NOTICE program, the City will repair and reconstruct all public infrastructure in 2 to 3 low and moderate income neighborhoods over the next five years. This will include all necessary repairs to street, alley, sidewalk and water and sewer line infrastructure until the entire neighborhood is repaired or reconstructed. NOTICE project goals will be realized by leveraging the CDBG funds with General Funds, Bond Funds and Utility Funds. As needed, the City will also update and revise existing ranking system as needed to determine priority neighborhoods for program.</p> <p>The City will also fund a NOTICE Neighborhood Revitalization projects as needed for parks and public facilities located in the low to moderate income areas of the city.</p>
2	Goal Name	Goal 2. Enhance Code Enforcement
	Goal Description	Utilization of enhanced code enforcement preserves multi-family rental housing to ensure healthy and safe living space for residents to live in.
3	Goal Name	Goal 3. Provide Neighborhood Matching Grants
	Goal Description	Continue to provide matching grants to neighborhood groups to upgrade and restore public property in the City through the City's Neighborhood Enhancement Matching Grant Program through the use of General Funds.
4	Goal Name	Goal 4. Preserve Existing Housing Stock
	Goal Description	Continue to fund the City's Home Rehabilitation program to assist low to moderate income homeowners complete home repairs that they otherwise would be unable to afford. This program will have several activities: Minor Home Repair, Emergency Repair, and People Helping People.
5	Goal Name	Goal 5. Assist Service Providers
	Goal Description	Continue to allocate a portion of the City's General Fund towards grants and donations for Carrollton service

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

The City anticipates approximately 20 families will be assisted each year through the Minor Home Repair, Emergency Home Repair Grant and People Helping People Programs funded through the CDBG grant. The City Neighborhood Enhancement Matching Zone Grant and Single-Family Rehab Incentive allocated through General Funds anticipates assisting another 20 families each year.

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SP-50 Public Housing Accessibility and Involvement – 91.215(c)

Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)

N/A; Carrollton does not have a PHA.

Activities to Increase Resident Involvements

N/A; Carrollton does not have a PHA.

Is the public housing agency designated as troubled under 24 CFR part 902? Plan to remove the 'troubled' designation

N/A; Carrollton does not have a PHA.

SP-55 Barriers to affordable housing – 91.215(h)

Barriers to Affordable Housing

Carrollton will update its Analysis of Impediments to Fair Housing Choice in the fall of 2019. The last AI, conducted in 2015, found no negative effects of public policies on production of affordable housing and residential investment.

Strategy to Remove or Ameliorate the Barriers to Affordable Housing

The City of Carrollton conducted an Analysis of Impediments to Fair Housing Choice (AI) study in 2015. The study identified the following barriers to affordable housing in Carrollton: the difficulty minority households have in accessing residential credit, particularly home improvement loans; the lack of affordable rental housing; and the difficulty residents may experience in locating fair housing information.

The City's activities to address barriers to housing choice primarily focus on improving housing quality and preserving existing affordable housing stock:

The City's *Neighborhood Oriented Targeted Infrastructure and Code Enforcement (NOTICE)* program focuses on low- to moderate- income neighborhoods to provide safe streets, sidewalks, alleys and utility lines. The NOTICE program was recognized by *Neighborhoods USA in 2007* under the category of physical revitalization and beautification.

The Home Rehabilitation program targets the income qualified residents of Carrollton.

The City continues to maintain a strong emphasis on safe and affordable housing for all residents. Through the Environmental Services Department there are two inspection programs geared toward maintaining rental property, one for single-family rental property and the other for multi-family rental property.

The Single-Family Rental Registration and Inspection Ordinance passed by the City Council ensures tenants and landlords of residential rental properties, are involved in maintaining single family homes in a safe and sanitary condition. The ultimate goal is to improve the overall condition of rental properties and to provide decent and affordable housing without being a blight on surrounding homes, thus helping enhance property values within the affected neighborhoods. This ordinance requires all property owners and companies who rent or lease single-family homes or duplexes in Carrollton to register those rental properties with the City

and to have them inspected by the City.

The Multi-Family Inspection Program stabilizes, maintains and enhances the apartment communities and motels in Carrollton. The program operates in partnership with the residents and management staff of those apartment communities and motels to achieve this goal through the enforcement of Title 9, Chapter 96 of the Carrollton Code of Ordinances, and the Comprehensive Zoning Ordinance. The Multi-Family Inspection Program operates by performing annual inspections of apartment communities and motels, responding to complaints about potential violations of the Uniform Housing Code, the Carrollton Code of Ordinances, and the Comprehensive Zoning Ordinance and meeting with apartment management staffs on a regular basis to appraise and inform them of various City Codes and regulations.

SP-60 Homelessness Strategy – 91.215(d)

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

Outreach to persons experiencing homelessness is done through the City's partners, primarily Metrocrest Services. Carrollton allocates a portion of general funds each year to supporting these organizations and their efforts to prevent homelessness and provide needed services to the homeless population. The needs of persons who are homeless are assessed routinely as part of the program provision.

Addressing the emergency and transitional housing needs of homeless persons

Area homeless service providers would like a more sophisticated and coordinated effort to address the needs of the homeless and at-risk population in Carrollton; this includes some type of transitional shelter or housing. Funding constraints have been the primary barrier to creation of a more comprehensive approach to homelessness in Carrollton.

The chronically homeless require wrap around services that are not always cost effective to provide in a small community like Carrollton; as such, Carrollton service providers and City staff sometimes must refer individuals back to urban centers to access needed services.

The City of Carrollton will continue to support strengthening the capacity of local service providers to assist persons who are homeless or at-risk of homelessness through general fund contributions. This includes funding organizations to provide counseling services, childcare, transitional housing, health care, drug and alcohol detoxification, classes on parenting skills, access to medical facilities and community-based family support centers, job training, and rental and utility payment assistance.

At the core of Carrollton's current homelessness strategy is a partnership with Metrocrest Services, the City's lead homeless prevention provider. Services provided by Metrocrest to families who are experiencing housing instability, including the homeless population and those on the verge of homelessness, include:

- Case Management: Comprehensive evaluation and assessment of individual needs
- Housing instability prevention strategies
- Rent/Mortgage assistance
- Utility assistance
- Financial literacy education including budgeting and financial management

- Wraparound services such as GED prep, employment services, education and certification at local colleges
- Medical/Dental/Vision assistance
- Emergency food assistance
- Emergency clothing assistance
- Emergency housing assistance

In January 2019, Metrocrest Services spearheaded the first point in time effort to count the unsheltered homeless in Carrollton and a number of surrounding communities. The point in time identified 19 individuals who are unsheltered, living outdoors or in a car, in the City of Carrollton. In addition, they made an effort to identify others in the community who were housing unstable. This included school district students who were living in motels, doubling up with family or friends, or living in a shelter. The count estimated that there are 245 housing unstable students in the Carrollton Farmers Branch Independent School District (C-FB ISD) and 113 housing unstable students in the Lewisville Independent School District, which includes portions of North Carrollton. Furthermore, the point in time also counted an additional 425 individuals in Carrollton who had been living in a motel for months or years, another indicator of housing instability.

The City also participates in conversations about regional homelessness issues with both Dallas and Denton Counties.

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.

Please see above.

Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs

Please see above.

SP-65 Lead based paint Hazards – 91.215(i)

Actions to address LBP hazards and increase access to housing without LBP hazards

For residents receiving assistance under the City's Housing Rehabilitation program where a lead based paint hazard is present, the City complies with federal regulations when levels are greater than *de minimus* standards. 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. About 25 homes are tested each year, with one or two testing positive for lead. In the event lead based paint is present, the City follows HUD guidelines in conjunction with the City's program specifications to remediate the lead issues. All CDBG-funded projects will meet all applicable regulations related to lead-based paint.

The City also provides—and will continue to provide—information to all program applicants regarding the hazards of lead based paint during the Five-year Consolidated Planning cycle.

During annual community events Environmental Quality staff will display and distribute materials, in English and Spanish, educating citizens about possible exposure to lead-based paint and prevention methods.

How are the actions listed above related to the extent of lead poisoning and hazards?

Current lead poisoning data are available at the county level. Testing revealed that elevated blood levels in children aged zero to five were found to be higher in children in Dallas County than children in Denton County, based on 2017 testing done by the Texas Department of State Health Services. In Dallas County, of about 33,811 children tested, 701 showed an elevated reading, or around 2 percent. In Denton County, of 4,378 children tested, 56 showed an elevated reading, or about 1.2 percent. This testing of elevated blood levels in children suggests that lead based paint hazards in Carrollton are relatively low. During the last Consolidated Planning cycle, Carrollton-specific data on lead poisoning was available. In that 2013 study, the Texas Department of Health's Childhood Lead Poisoning Prevention Program found very few Carrollton children with elevated blood levels: of the approximately 700 tested, just 3, or 0.004%, tested positive for elevated blood lead levels.

Still, an estimated 1,569 owner occupied, and 1,565 renter occupied housing units in Carrollton were constructed before 1980 and have children under the age of 6 living in them. If these units contain a proportionate share of persons in poverty as the City proportion overall (12.8% of families with children live in poverty in Carrollton), then 201 owner occupied and 200 renter occupied housing units in Carrollton could be occupied by low-income families with children that could contain lead based paint hazards. These risks are mitigated through efforts to build

awareness and continued availability of the Home Rehabilitation program, which requires testing of all homes built before 1978 for lead based paint.

How are the actions listed above integrated into housing policies and procedures?

Please see the response above (Actions to address).

DRAFT

SP-70 Anti-Poverty Strategy – 91.215(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

The City's Anti-poverty efforts during the next 5 years will consist of the following:

- Coordinate local resources to increase educational opportunities for low-income persons in order to improve their ability to earn higher wages. Ensure the continued provision of basic technology classes for adults offered at local libraries.
- Improve the linkage between job training programs and local job creation efforts to attract high paying employers.
- Promote financial counseling and classes on budgeting and money management. Continue classes on financial seminar and tax preparation assistance for seniors at local libraries.
- Promote linkages between housing, employment and educational systems and/or facilities.

Promote programs and training that help families-in-need to become more self-sufficient. These goals are achieved by the local libraries, various City department programs and through the support of local non-profit agencies.

In addition to anti-poverty efforts directed by the City, Carrollton annually allocates nearly \$425,000 in General Fund dollars to partner nonprofit organizations serving residents in poverty, helping these families become self-sufficient.

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan?

The City's anti-poverty efforts complement its plans to preserve and improve existing affordable housing by providing additional stability and resources to low-income households.

SP-80 Monitoring – 91.230

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

Programs and projects administered and implemented by the City of Carrollton are monitored on a daily basis. Staff maintain ledgers on individual projects to ensure that all required procedures have been observed and completed. A year-end report that details expenditures, revenue, beneficiary information and major accomplishments is required for all programs and projects.

For the Housing Rehabilitation Programs, staff administers and continuously monitors all projects implemented under the program. Projects requested by residents are evaluated during an on-site evaluation by staff to determine if the project falls within the scope of the program. The City hires contractors to perform the work on the project. Use of specialized contractors ensures the quality of services is maintained at the highest level.

The City also tracks its performance and success in meeting goals at a broader level. This includes:

The City of Carrollton completes an annual analysis of the strategies and objectives as identified in the 2019-2023 Consolidated Plan with actual program accomplishments. Based on that analysis, the City considers amending or making updates to the adopted Consolidated Plan.

Established reporting standards and procedures are implemented into contracts with the City for the provision of public services. These reporting standards have allowed the City to be more strategic in the allocation of public service funding. Future funding from the General Fund for these services will be assessed annually based on the performance of each service provider.

Each year the Community Services Division reviews and updates its own strategic business plan. Review and updates to the plan are completed on a semi-annual basis. In addition, staff keeps track of program performance measures on a regular basis and submits a Performance Management Plan to the Finance Department.

Expected Resources

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

Introduction

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition, Admin and Planning, Economic Development, Housing, Public Improvements, Public Services	828,463	0	39,765	868,228	0	

Table 53 – Expected Resources – Priority Table

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

The City leverages federal funds by using them in conjunction with City dollars for the NOTICE program. In addition, the City allocates about \$400,000 annually to local organizations providing direct services to low income households. The agencies and organizations receiving those funds work closely with the City in the provision of social services to all citizens in need. The close partnership the City has with the various agencies grows with each year of collaboration and changes to address emerging needs.

Staff that is employed as part of CDBG grant administration and planning activity provide technical, referral and capacity building assistance for the agencies on an ongoing basis. The list below identifies some of the principal partners for the City's priority funding and service development:

- Bea's Kids
- CASA of Denton County
- Children's Advocacy Center for Denton County
- Woven Health Care
- Metrocrest Services

The City meets with all of its partners on an as-needed basis to develop organization capacity and programming offerings. Staff also regularly provides technical assistance and professional

expertise to further develop institutional structure for all agencies and organizations serving the low-to-moderate income citizens of Carrollton.

Based on previous budgets and at the City Council's discretion the City anticipates allocating general funds in the following areas:

- \$60,000 for Neighborhood Enhancement Matching Grants
- \$425,000 for Social Service Agency funding (estimated value)
- \$45,000 for Neighborhood Empowerment Zone funding
- \$8,000 for Single Family Rehab Incentives in NOTICE neighborhoods
- \$187,700 for salary and benefits for three Community Development staff who oversee the NEMGP grants, MHRP grants, PHP grants, Single-Family Rehab Incentives, Emergency Repair Grants, NOTICE infrastructure improvements, Sign Toppers, and Single-Family Demolition/Rebuild grants.

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

The City does not intend to use publicly owned land or property to fulfill the goals of the 2019-2023 Five-year Consolidated Plan.

Discussion

Please see above.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Goal 1. Improve Neighborhood Infrastructure	2019	2020	Non-Housing Community Development	2019-2023 NOTICE Priority Neighborhoods	Neighborhood Infrastructure Improvements	CDBG: \$603,963	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 100 Households Assisted
2	Goal 2. Enhance Code Enforcement	2019	2020	Non-Housing Community Development	2019-2023 NOTICE Priority Neighborhoods	Housing and Neighborhood Improvements	CDBG: \$67,000	Housing Code Enforcement /Foreclosed Property Care: 1,500 Household Housing Unit
3	Goal 3. Provide Neighborhood Matching Grants	2019	2020	Non-Housing Community Development	2019-2023 NOTICE Priority Neighborhoods	Neighborhood Infrastructure Improvements	CDBG: \$0	Other: Use up to \$60,000 in General Funds each year for NEMGP Program
4	Goal 4. Preserve Existing Housing Stock	2019	2020	Affordable Housing Non-Housing Community Development	2019-2023 NOTICE Priority Neighborhoods	Housing and Neighborhood Improvements	CDBG: \$132,500	Homeowner Housing Rehabilitated: 20 Household Housing Unit

5	Goal 5. Assist Service Providers	2019	2020	Homeless Non-Homeless Special Needs Non-Housing Community Development	2019-2023 NOTICE Priority Neighborhoods	Public Services/Social Supports	CDBG: \$0	Public service activities for Low/Moderate Income Housing Benefit: 16,000 Households Assisted Homelessness Prevention: 15,000 Persons Assisted. Allocation of approximately \$425,000 in General Funds each year for social service agencies.
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Goal Descriptions

1	Goal Name	Goal 1. Improve Neighborhood Infrastructure
	Goal Description	<p>As captured in the analysis conducted for the Consolidated Plan, the City's housing needs are relatively modest.</p> <p>The City's community development needs, however, are much greater. As noted above, the City's infrastructure needs replacing to prevent substantial repair bills for owners. Low-income households in particular would have much difficulty affording the \$10,000 to \$15,000 it would take to pay for infrastructure improvements themselves. If these repairs were not made, infrastructure would continue to decline, leading to lower property values and neighborhood decline. To preserve the housing stock of its low and moderate income neighborhoods, many of which are minority-concentrated, the City has made public infrastructure improvements to neighborhoods, parks and public facilities a top priority. In addition, the City will provide capital funding for materials and specialized labor for neighborhood revitalization in LMI target neighborhoods.</p> <p>To determine which low and moderate income neighborhoods have the greatest needs, the City has developed a needs identification and ranking system, which it reviews and updates on a regular basis. This system takes into account property/housing values, crime, age of housing stock, code violations and other relevant characteristics to determine which neighborhoods have the greatest needs and would benefit the most from community investment.</p>
2	Goal Name	Goal 2. Enhance Code Enforcement
	Goal Description	Utilization of enhanced code enforcement preserves multi-family rental housing to insure healthy and safe living space for residents to live in.
3	Goal Name	Goal 3. Provide Neighborhood Matching Grants

	Goal Description	Continue to provide matching grants to neighborhood groups to upgrade and restore public property in the City through the City's Neighborhood Enhancement Matching Grant Program through the use of General Funds.
4	Goal Name	Goal 4. Preserve Existing Housing Stock
	Goal Description	Low-income households in particular would have difficulty affording the \$3,000 to \$10,000 it would take to pay for housing improvements themselves. If these repairs were not made, structures would continue to decline, leading to lower property values and neighborhood decline. To preserve the housing stock of its low and moderate income neighborhoods, many of which are minority-concentrated, the City has made it a priority to continue to fund the City's Housing Rehabilitation program which includes People Helping People, Minor Home Repair and Emergency Repair projects to assist low to moderate income homeowners complete minor home repairs that they would otherwise been unable to afford with additional general funds. Goal is to address 20 structures this year.
5	Goal Name	Goal 5. Assist Service Providers
	Goal Description	Continue to allocate General Funds to local Social Service Providers.

Projects

AP-35 Projects – 91.220(d)

Introduction

Projects

#	Project Name
1	N.O.T.I.C.E. – Rhoton Park
2	N.O.T.I.C.E. – Thomas Park
3	Minor Home Repair Grants
4	Emergency Repair Grants
5	People Helping People Projects
6	Enhanced Code Enforcement
7	Administration – Staff CDBG training

Table 55 – Project Information

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

The priorities for Program Year 2019 are based on identification of the greatest needs in Carrollton, as described in the MA and NA sections of the Consolidated Plan. These include aging infrastructure and aging housing stock. In Program Year 2019, the City of Carrollton will allocate a total of \$828,463 in CDBG funds to meet these objectives. The specific allocation of those funds is as follows:

- 73% or \$603,963 dedicated to physical improvements to Rhoton and Thomas Parks.
- 16% or \$132,500 dedicated to the City's Housing Rehabilitation Program which includes Minor Home Repair Grants, Emergency Repair Grants, People Helping People activities.
- 8% or \$67,000 for Enhanced Code Enforcement in the CDBG Target Area.
- 3% or \$25,000 for CDBG training for new staff, and ongoing training for established staff.

AP-38 Project Summary

Project Summary Information

1	Project Name	N.O.T.I.C.E – Rhoton Park
	Target Area	2019-2023 CDBG Target Area
	Goals Supported	Goal 1. Improve Neighborhood Infrastructure
	Needs Addressed	Neighborhood infrastructure improvement
	Funding	CDBG: \$325,000
	Description	NOTICE project for Rhoton Park, to upgrade park equipment and provide enhancements.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Rhoton Park serves 244 families in Park Place Addition, which is predominately Hispanic and is low- to moderate-income. The park also serves 2 additional neighborhoods with 664 families which is also predominately Hispanic.
	Location Description	2250 Ridgedale Drive
	Planned Activities	Replace and upgrade playground equipment and surface areas, install lighting, re-tasking of sport court.
2	Project Name	N.O.T.I.C.E. – Thomas Park
	Target Area	2019-2023 CDBG Target Area
	Goals Supported	Goal 1. Improve Neighborhood Infrastructure
	Needs Addressed	Neighborhood infrastructure improvement
	Funding	CDBG: \$278,963
	Description	N.O.T.I.C.E. project for Thomas Park, to upgrade park equipment and provide enhancements.
	Target Date	9/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	It is estimated 8,995 individuals, who live in the surrounding area, will benefit with improvements to Thomas Park, The population for the area is predominately Hispanic and is low- to moderate- income.
	Location Description	1955 Perry Road
	Planned Activities	Replace and upgrade playground equipment and surface areas.
3	Project Name	Minor Home Repair Grants
	Target Area	Varies
	Goals Supported	Goal 4. Preserve Existing Housing Stock
	Needs Addressed	Housing and Neighborhood Improvements
	Funding	CDBG: \$95,000
	Description	Minor Home Repair grants in the form of a forgivable loan to address repair of structural issues on single-family residential owned homes.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Expected to work on 15 single-family residential homes for grants in the Minor Home Repair Program
	Location Description	Applicants must income qualify for the grant and locations are unknown until said grant is awarded.
	Planned Activities	Minor exterior repairs to single-family owned homes who are low- to moderate- income.
4	Project Name	Emergency Repair Grants
	Target Area	Varies
	Goals Supported	Goal 4. Preserve Existing Housing Stock
	Needs Addressed	Housing and Neighborhood Improvements

	Funding	CDBG: \$30,000
	Description	Provide grants for repair projects designated as emergency situations affecting the health and quality of life for low- to moderate- income, single-family residential homeowners.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated the Emergency Repair grants will benefit 3 low- to moderate- income families who financially qualify for the grant.
	Location Description	Locations are determined at time of application submittal and qualification review by staff of the applicant.
	Planned Activities	Repairs on a structure of an immediate nature.
5	Project Name	People Helping People
	Target Area	Varies
	Goals Supported	Goal 4. Preserve Existing Housing Stock
	Needs Addressed	Housing and Neighborhood Improvements
	Funding	CDBG: \$7,500
	Description	Projects for individuals who are low- to moderate- income, which involve public participation in repairs to a single-family owned residential property.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated 2 low- to moderate- income families, who income qualify, will be assisted with this program each year.
	Location Description	Locations are determined upon submittal and qualification review by staff of the applicant and the availability of citizen participants to work at the eligible property.
	Planned Activities	Exterior repairs on the structure.
6	Project Name	Enhanced Code Enforcement

	Target Area	2019-2023 CDBG Target Area
	Goals Supported	Goal 4. Preserve Existing Housing Stock
	Needs Addressed	Housing and Neighborhood Improvements
	Funding	CDBG: \$67,000
	Description	To pay salary and benefits for a code enforcement officer dedicated to the CDBG Target Area.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 6,300 multi-family units are located in the CDBG Target Area which are eligible for code enforcement inspections. It is expected approximately 900 apartment units will be directly inspected along with the exterior inspection of 41 multi-family apartment complexes.
	Location Description	2019-2023 CDBG Target Area
	Planned Activities	Perform annual exterior inspections of apartment communities, and interior inspections of 15% of the units in each of apartment complexes assigned to the code enforcement officer.
7	Project Name	Administration – Staff Training
	Target Area	2019-2023 CDBG Target Area, and Low- to Moderate Income Programs offered by the city.
	Goals Supported	Goal 1. Improve Neighborhood Infrastructure Goal 4. Preserve Existing Housing Stock
	Needs Addressed	Housing and Neighborhood Improvements
	Funding	CDBG: \$25,000
	Description	To pay for travel and training costs for new staff in the area of CDBG funding and to provide ongoing training for established staff.
	Target Date	9/30/2020
	Estimate the number and types of families that will benefit from the proposed activities	Citizens of low- to moderate- income and those in the CDBG Target Area will have additional CDBG trained staff to discuss issues relating to qualifying for various CDBG grants, or on CDBG funded projects in their neighborhoods.

Location Description	1945 E. Jackson Road
Planned Activities	Provide training of 3 new staff members in the Basic CDBG class at an off-site location which is undetermined at this time. Also, further education training in other areas of CDBG funding and accountability for established staff.

DRAFT

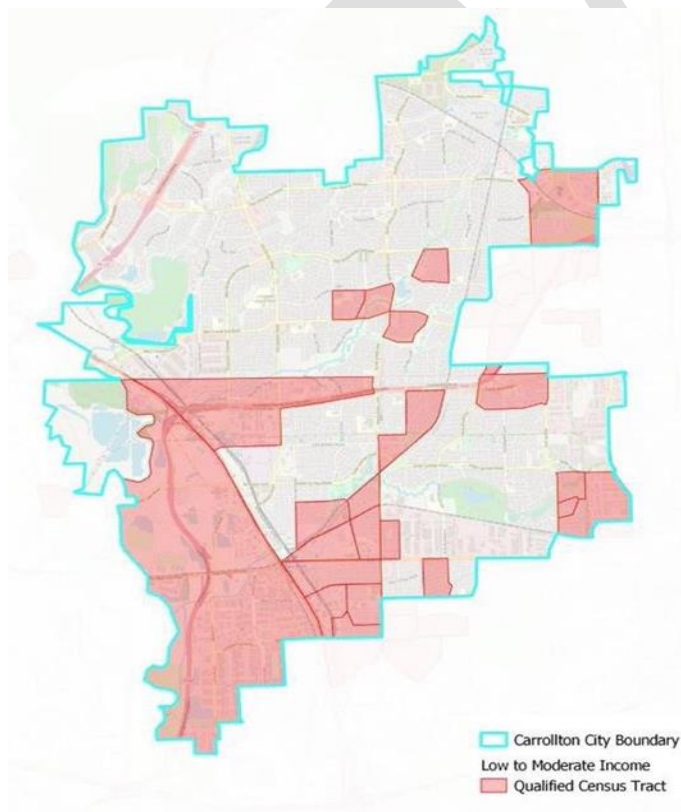
AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

During the 2019 Action Plan year, CDBG funding for the NOTICE program will be allocated to CDBG-eligible priority neighborhoods. Neighborhoods receiving improvements are ranked according to infrastructure needs. The top three ranked neighborhoods--Duncan Heights, Woodcrest Estates and A.W. Perry--are also neighborhoods with minority concentrations.

For the 2019-2023 Consolidated Plan, low and moderate income (LMI) areas were identified based on the 2008-2012 and 2012 American Community Survey (ACS) and the 2014 HUD LMI categories.

The calculation used to identify LMI areas was: 1) Determine average household size by Census tract using 2012 ACS; 2) Determine the LMI ceiling by tract, which is 80% of the median family income limit closest to the tract-level average family size; 3) Using household income distribution data from the ACS, determine the number of households in the tract that earn less than the LMI ceiling; 4) Calculate the proportion of the tract's households that the LMI households represent. If 38.5% or more, the tract is a LMI tract. The LMI map is shown below.



During the 2019 Action Plan year, the City of Carrollton will allocate funding geographically towards the Park Place Addition area, in Census tract 137.15, block group 2, which is a minority-concentrated area. Funding will also be allocating funding geographically towards the Park Terrace area, Census tract 137.17, block group 1, which is a minority-concentrated area.

A minority concentrated area is any neighborhood or Census tract in which: 1) The percentage of households in a particular racial or ethnic minority group is at least 20 percentage points higher than the percentage of that minority group for the housing market areas; 2) The total percentage of minority persons is at least 20 percentage points higher than the total percentage of all minorities in the housing market areas as a whole; or 3) If a metropolitan area, the total percentage of minority persons exceeds 50 percent of its population. The housing market area is the region where it is likely that renters and purchasers would be drawn for a particular housing project. Generally, the housing market area is the County.

Geographic Distribution

Target Area	Percentage of Funds
2019-2023 NOTICE Priority Neighborhoods	81

Table 56- Geographic Distribution

Rationale for the priorities for allocating investments geographically

Neighborhoods receiving improvements are ranked according to infrastructure needs and LMI status. Many of these neighborhoods are also minority concentrated areas.

Discussion

Please see above.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction This section summarizes the affordable housing goals for the FY2019-2020 Action Plan.

One Year Goals for the Number of Households to be Supported
Homeless
Non-Homeless = 20 households
Special-Needs
Total = 20 households

Table 57 – One Year Goals for Affordable Housing Support Requirement

One Year Goals for the Number of Households Supported Through
Rental Assistance
The Production of New Units
Rehab of Existing Units = 20 households
Acquisition of Existing Units
Total = 20 households

Table 58 – One Year Goals for Affordable Housing by Support Type

Discussion

Please see above

AP-60 Public Housing – 91.220(h)

Introduction

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

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

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

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

Discussion

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

Introduction

This section describes the activities planned during the 2019-2020 program year to address the needs of persons who are homeless and other non-homeless special needs.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Outreach to persons experiencing homelessness is done through the City's partners, primarily Metrocrest Services and Children's Advocacy Center of Denton County, or, if City staff, such as members of law enforcement, encounter persons experiencing homelessness, referrals to Metrocrest Services are made. Carrollton allocates a portion of general funds each year to supporting Metrocrest Services and other social service providers and their efforts to prevent homelessness and provide needed services to the homeless population. The needs of persons who are homeless are assessed routinely as part of program provision. In 2019 Carrollton participated in its first Point in Time Count, recognizing that chronic homelessness is an emerging issue in Carrollton. Families meeting the McKinney-Vento definition of homelessness are identified by the school district and also receive referrals to Metrocrest Services or other appropriate providers (e.g., Bea's Kids). Carrollton's philosophy is to put resources into the hands of local experts who are best positioned to assess and serve those experiencing homelessness.

Addressing the emergency shelter and transitional housing needs of homeless persons

Area homeless service providers would like a more sophisticated and coordinated effort to address the needs of the homeless and at-risk population in Carrollton; this includes some type of transitional shelter or housing. Funding constraints have been the primary barrier to creation of a more comprehensive approach to homelessness in Carrollton.

The chronically homeless require wrap around services that are not always cost effective to provide in a small community like Carrollton; as such, Carrollton service providers and City staff sometimes must refer individuals with more intensive supportive services needs, such as permanently supportive housing, back to urban centers to access needed services.

The City of Carrollton will continue to support strengthening the capacity of local service providers to assist persons who are homeless or at-risk of homelessness through general fund contributions. The City plans to make an estimated \$425,000 available for social service

programming in General Fund resources. Much will be used to assist persons living in poverty who are at risk of homelessness as well as persons experiencing homelessness.

This includes funding organizations to provide counseling services, childcare, transitional housing, health care, drug and alcohol detoxification, classes on parenting skills, access to medical facilities and community-based family support centers, job training, and rental and utility payment assistance.

Services funded by Carrollton and delivered by Metrocrest to families who are experiencing housing instability, including the homeless population and those on the verge of homelessness, include:

- Case Management: Comprehensive evaluation and assessment of individual needs
- Housing instability prevention strategies
- Rent/Mortgage assistance
- Utility assistance
- Financial literacy education including budgeting and financial management
- Wraparound services such as GED prep, employment services, education and certification at local colleges
- Medical/Dental/Vision assistance
- Emergency food assistance
- Emergency clothing assistance
- Emergency housing assistance
- Transportation assistance (DART passes, gas cards)
- Minor home repair assistance (seniors only)
- Seasonal programs: holiday food and gifts, summer food, back to school supplies
- Tax preparation assistance
- Information and referral support

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

Please see above.

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

Please see above.

Discussion

Please see above.

DRAFT

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

Introduction:

This section will be updated after completion of the 2019 AI.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

This section will be updated after completion of the 2019 AI.

Discussion:

Please see above.

AP-85 Other Actions – 91.220(k)

Introduction:

This section reports additional efforts the City will undertake during the 2019-2020 program year to address residents' housing and community development needs.

Actions planned to address obstacles to meeting underserved needs

Limited funding and resources to address the most complicated situations (e.g., chronically homeless) are the primary obstacles to meeting underserved needs in Carrollton. The City will allocate approximately \$425,000 in general fund dollars to its social service partners to help meet the basic unmet needs of residents, including food, medical care, clothing and emergency housing assistance.

Actions planned to foster and maintain affordable housing

Housing actions will be accomplished through existing efforts to preserve affordable housing through neighborhood and housing unit improvement programs (NOTICE, Housing Rehabilitation).

Actions planned to reduce lead-based paint hazards

Mitigating lead based paint hazards will mostly be accomplished through lead paint testing and, if lead is found, abatement through the Minor Home Repair program.

The City will also provide information to all program applicants regarding the hazards of lead based paint and display and distribute materials (in English and Spanish) on lead based paint hazards during annual community events.

Actions planned to reduce the number of poverty-level families

The City's anti-poverty efforts that will be undertaken during the 2019-2023 Consolidated Plan period are detailed in SP-70. During the first Action Plan year, the following activities will be initiated:

- Establish a plan for how to better coordinate local resources to increase

educational opportunities for low-income persons in order to improve their ability to earn better wages.

- Examine the linkage between job training programs and local job creation efforts. Ensure that job training matches expected and growing employment opportunities.
- Promote financial counseling and classes on budgeting and money management.
- Examine and identify opportunities for improvements in linkages between housing, employment and educational systems and/or facilities.
- Promote programs and training that help families-in-need to become more self-sufficient.

In addition, the Division of Community Services will provide technical assistance and information to private and public organizations that seek to provide affordable housing and support services to residents of Carrollton.

Actions planned to develop institutional structure

The City will continue to promote and emphasize the need for greater coordination between all agencies active in Carrollton so as to minimize the duplication of efforts. Cooperative efforts in applying for available funds will be initiated between public and private housing providers so as to maximize the potential for being awarded funds by the State and Federal Government. Efforts to enhance coordination between the public and private sector will ensure that needs are being properly addressed and that resources are being maximized. One of Carrollton's strengths is the strong partnerships developed between City departments and local agencies with the objective of most efficiently and effectively meeting local needs.

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

Please see above.

Discussion:

Please see above.

Program Specific Requirements

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

Introduction:

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

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

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed.	none
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	none
3. The amount of surplus funds from urban renewal settlements.	none
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	none
5. The amount of income from float-funded activities.	none
Total Program Income	\$0

Other CDBG Requirements

1. The amount of urgent need activities	\$0
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Appendix - Alternate/Local Data Sources

Data Source Name 2017 ACS
List the name of the organization or individual who originated the data set. U.S. Census
Provide a brief summary of the data set? American Community Survey, 1-year estimate for 2017
What was the purpose for developing this data set? Provide annual estimates of population and housing characteristics
How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population? Sample based estimates for entire City with some geographic subsets (Census tract)
What time period (provide the year, and optionally month, or month and day) is covered by this data set? 2017; when 1-year data are not available the 5-year set are used (2013-2017)
What is the status of the data set (complete, in progress, or planned)? Complete