

SPECIAL CALL PUBLIC HEARING

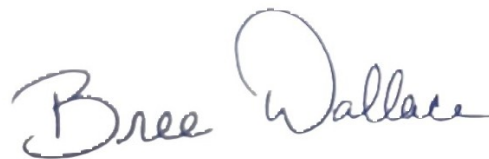
AGENDA SHAWNEE URBAN RENEWAL AUTHORITY OCTOBER 18, 2024 AT 11:00 AM COMMISSION CHAMBERS AT CITY HALL 16 WEST 9TH STREET SHAWNEE, OKLAHOMA

Official action can only be taken on items which appear on the agenda. The public body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the public body may refer the matter to Staff or back to Committee or the recommending body. Under certain circumstances, items are deferred to a future date or stricken from the agenda entirely.

CALL TO ORDER

1. Community Development and Housing Needs
2. CDBG Program Purpose, i.e. meet one of three (3) national objectives.
 - Provide benefit to low- and moderate-income people
 - Aid in the prevention or elimination of slums or blight
 - Meet other community development needs having particular urgency posing a serious or immediate threat to the health or welfare of a community.
3. The development of proposed activities:
 - Discuss the “*Consolidated Annual Performance and Evaluation Report (CAPER)*” Report beginning July 1, 2023, through June 30, 2024
4. Adjournment

Respectfully submitted,

A handwritten signature in blue ink that reads "Bree Wallace". The signature is written in a cursive, flowing style.

Breanna Wallace, Secretary

The City of Shawnee encourages participation from its citizens in public meetings. If participation is not possible due to a disability, notify the City Clerk, in writing, at least forty-eight hours prior to the scheduled meeting, and necessary accommodations will be made. (ADA 28 CFR 36)



Office of Community Planning and Development
 U.S. Department of Housing and Urban Development
 Integrated Disbursement and Information System
 PR26 - CDBG Financial Summary Report
 Program Year 2023
 SHAWNEE , OK

DATE: 10-09-24
 TIME: 8:23
 PAGE: 1

PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	0.00
02 ENTITLEMENT GRANT	346,903.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	16,629.62
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	363,532.62

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	217,933.33
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	217,933.33
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	43,661.69
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	261,595.02
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	101,937.60

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	217,933.33
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	217,933.33
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	0.00
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	0.00
32 ENTITLEMENT GRANT	346,903.00
33 PRIOR YEAR PROGRAM INCOME	31,778.01
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	378,681.01
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	0.00%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	43,661.69
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	43,661.69
42 ENTITLEMENT GRANT	346,903.00
43 CURRENT YEAR PROGRAM INCOME	16,629.62
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	363,532.62
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	12.01%



LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

No data returned for this view. This might be because the applied filter excludes all data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

No data returned for this view. This might be because the applied filter excludes all data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2020	6	431	6841566	Homeless Facilities/Transitional Housing 2020	03C	LMC	\$6,193.00
2020	6	431	6870299	Homeless Facilities/Transitional Housing 2020	03C	LMC	\$3,500.00
					03C	Matrix Code	\$9,693.00
2021	1	436	6817328	2021 HOUSING REHABILITATION	14A	LMH	\$38,862.72
2022	1	440	6787399	2022 REHAB AND EMERGENCY REPAIRS	14A	LMH	\$65,683.46
2023	1	443	6817328	2023 REHAB/EMERGENCY REPAIRS	14A	LMH	\$15,729.73
2023	1	443	6841566	2023 REHAB/EMERGENCY REPAIRS	14A	LMH	\$47,575.75
2023	1	443	6870299	2023 REHAB/EMERGENCY REPAIRS	14A	LMH	\$40,388.67
					14A	Matrix Code	\$208,240.33
Total							\$217,933.33

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

No data returned for this view. This might be because the applied filter excludes all data.

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2022	3	439	6787399	2022 ADMINISTRATION	21A		\$5,520.30
2023	3	445	6817328	2023 ADMINISTRATION	21A		\$8,711.21
2023	3	445	6841566	2023 ADMINISTRATION	21A		\$11,489.83
2023	3	445	6870299	2023 ADMINISTRATION	21A		\$17,940.35
					21A	Matrix Code	\$43,661.69
Total							\$43,661.69

CR-05 - Goals and Outcomes

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

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

The Consolidated Annual Performance and Evaluation Report (CAPER) describes the activities undertaken during the Program Year 2023 beginning July 1, 2023, and ending June 30, 2024. In the program year, the City of Shawnee, through the CDBG department, utilized federal grant funds from the U.S. Department of Housing and Urban Development (HUD) to assist low- and moderate-income persons and families throughout the City to address housing and public service needs for which no other funding or insufficient funding was available and to address infrastructure issues. The intent of the HUD grant is to create a viable community, provide affordable and decent housing and improve the lives of low- and moderate-income individuals. Within 90 calendar days following the end of the Program Year, HUD requires each entitlement community to complete and submit an annual report detailing various aspects of the programs and the City's accomplishments during the Program Year.

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

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Administration	Administration	CDBG: \$	Other	Other		0		1	1	100.00%
Clearance and Demolition	Non-Homeless Special Needs	CDBG: \$	Buildings Demolished	Buildings	5	2	40.00%	5	2	40.00%

CV CARES Aid, Relief and Economic Security	Non-Homeless Special Needs Economic Opportunities/Security	CDBG-CV CARES: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	500	0	0.00%			
CV CARES Aid, Relief and Economic Security	Non-Homeless Special Needs Economic Opportunities/Security	CDBG-CV CARES: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
Housing Rehab & Emergency Repairs	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	25	8	32.00%	25	8	32.00%
Public Facilities & Improvements	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				

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

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

Within the framework of meeting one of the three National Objectives, HUD mandates that at least 70% of CDBG funds (excluding administration and planning costs) will be used in support of low-moderate income persons and communities. For program year 2023, 100% of

expended CDBG funds were used in support of low-moderate income persons.

The City's first priority is to provide affordable housing to its low-income population. The City is committed to the provision of all persons in Shawnee, by encouraging the investment of private capital and by stimulating the construction, rehabilitation, purchase and maintenance of residential housing through the utilization of private and public fund financing. During the one-year period covered by this report, the City expended \$231,595.02 to meet the priorities, goals and objectives for low-moderate income individuals and families. This represents 72% of funds expended in the period, meeting HUD's 70% requirement.

CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG
White	4
Black or African American	4
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Total	10
Hispanic	0
Not Hispanic	10

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

Narrative

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	361,874	261,595.02
Other	public - federal	0	

Table 3 - Resources Made Available

Narrative

Shawnee target areas are anywhere within the City Limits and primarily represent portions of communities in which 51 percent or more of the residents are low- to moderate-income and thus eligible for CDBG, HOME and ESG activities which include projects and programs for housing, infrastructure, economic development, and the various other Consolidated Plan elements that impact quality of life.

Resources available through Shawnee are almost exclusively dedicated to the improvement of living conditions for extremely low, very low or low-income individuals and families which are defined as persons who make at or below 30 percent, 50 percent, and 80 percent of the median family income for the area

CDBG assistance is made available throughout the City of Shawnee. However, from time to time, based on the type of activity to be undertaken, the City may target and invest CDBG funds in specific areas where 51% or more of the total household beneficiaries have low to moderate incomes. Typically, the city qualifies CDBG activities under the national objective of benefit to low- and moderate-income households. Documentation proof of income status is a requirement to benefit from CDBG programs.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City wide (determined by need and eligibility)	100	100	City wide (determined by need and eligibility)

Table 4 – Identify the geographic distribution and location of investments

Narrative

The target area is City wide, meaning anywhere inside the Shawnee City limits.

Leveraging

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

All projects are Low-Moderate Income Clientele Benefit, meaning the beneficiary must provide proof of income eligibility for services provided with CDBG funds. However, some projects are based on location or area benefit.

Housing and homeless activities, accessibility and facility improvements and tutoring service were distributed on a citywide basis to benefit low-moderate income clientele (LMC benefit). Applications are accepted with income qualification and documentation is necessary when Low-moderate Client (LMC) benefit factor is used.

The City currently does not leverage its funds or resources against federal funds for this program.

CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of Homeless households to be provided with affordable housing units	0	0
Number of Non-Homeless households to be provided with affordable housing units	30	10
Number of Special-Needs households to be provided with affordable housing units	0	0
Total	30	10

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	30	10
Number of households supported through Acquisition of Existing Units	0	0
Total	30	10

Table 6 – Number of Households Supported

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

The City of Shawnee continues its commitment to meeting housing needs during the program year Action Plan. In an effort to continue with the goals of enhancing the housing stock throughout the city limits, the City of Shawnee places importance on the housing priorities as identified in the Consolidated Plan throughout the application process.

The greatest obstacles to meeting underserved needs are the availability of qualified contractors and funding resources. As the recession continues, City and State resources are becoming more and more limited.

The lack of programs available to breach the gap between affordability and cost for low-income homebuyers is the primary obstacle to building affordable housing in Shawnee.

Discuss how these outcomes will impact future annual action plans.

Lack of funding has caused many efforts to become more and more challenging. Due to a decrease in funding, the City will only address emergency projects. In an effort to address worst case needs and needs of people with disabilities, staff will identify and prioritize those cases upon application review and property inspection.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	7	0
Low-income	3	0
Moderate-income	0	0
Total	10	0

Table 7 – Number of Households Served

Narrative Information

The objective for the 2023-2024 program year was to perform owner-occupied home repair projects for system replacements, emergency assistance and demolitions.

The outcome for the 2023-2024 program year was performing ten (10) projects. There were eight (8) home repair projects, two (2) demolition assistance projects. During the one-year period covered by this report, 100% of the City's expended funds were to meet the priorities, goals, and objectives for low- and moderate-income individuals and families. This exceeds HUD 70% requirement. Progress to meet goals and objectives was made.

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

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

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

The City of Shawnee supports the national movement to end chronic homelessness. The city has recently added a new employee in the Community Development Department who, as part of their positions, is coordinating homelessness benefits City-wide.

Addressing the emergency shelter and transitional housing needs of homeless persons

In addition to resources such as the Salvation Army, Central Oklahoma Community Action Agency, and Community Renewal, the City's VISTA's are actively participating in outreach programs and transitional housing needs of homeless people in the City of Shawnee.

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

The City of Shawnee continues its commitment to create diverse housing opportunities and ensure the availability and affordability of a variety of housing options by offering First Time Home Buyers program for low- and moderate-income families that have not owned a home in 3 years - when property becomes available. At times homes may be deeded to or donated to the City for this purpose and at that time the FTHB program will be activated. The City also actively cultivates a network of community partnership agencies for service referrals.

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

The City's Vistas works closely with Continuum agencies to help homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and

unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again. The Vistas and other organizations in Shawnee are working towards addressing homelessness by partnering with the East Central Oklahoma Continuum of Care and have adopted a plan to end homelessness. The City of Shawnee faces the barrier of limited funding; however, it is committed to providing non-financial support to organizations that work with the Balance of State Continuum of Care to further the action to end chronic homelessness.

Those agencies include:

- COCAA (Shawnee, Seminole, Prague, Guthrie)
- Shawnee Rescue Mission
- Salvation Army
- Family Resource Center (Seminole, OK)
- Shawnee Urban Renewal Authority (Shawnee, OK)
- Youth and Family Resource Center (Shawnee, OK)
- Oklahoma Baptist University
- Maranatha Outreach Center (Stroud, OK)
- Project SAFE (Shawnee, OK)
- CREOKS Behavioral Health Services (Okemah, OK)
- Shawnee Public Schools (Shawnee, OK)
- United Way of Pottawatomie County Success By 6 (Shawnee, OK)
- The Chosen House (Chandler, OK)

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

Actions taken to address the needs of public housing

Shawnee does have a public housing authority. The public housing authority is composed of housing of differing ages and construction. The need for modernization and repairs is considerable. Capital and modernization needs over the next five years are estimated to be over 4 million dollars. Due to lack of funding Shawnee will not expend any CDBG funds on public housing projects. The funding will be used strictly for homeless prevention efforts in the form of emergency repairs to owner occupied dwellings.

The Housing Authority of the City of Shawnee is proactively facing the financial challenges presented to them. For several years HUD has proposed changes to programs that are encouraging Housing Authorities to become more entrepreneurial and less dependent upon subsidies. In an effort to meet these challenges and take advantage of the changes, the Housing Authority of the City of Shawnee has marketed staff's services to entities serving Central Oklahoma. It has resulted in management agreements with three local Housing Authorities, Prague, Stroud, and Tecumseh and a services agreement with a local housing non-profit, D.E.C.O.

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

The housing authority does not encourage resident management. The housing authority shares information with residents through the year about home ownership training classes and encourages homeownership.

Actions taken to provide assistance to troubled PHAs

The Shawnee Housing Authority is not designated as troubled.

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

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

The City of Shawnee is creative in finding ways to overcome limited resources and staffing issues to ensure high priority needs are met.

Currently, the City of Shawnee does not have any growth control measures that would limit the development of affordable housing. Market factors more likely determine what is built than do local governmental regulations. The State has approved a Housing Trust Fund as a housing related issue. This is an important aspect to help with affordable housing.

There are few public policies at the City level, which negatively affect land and other property, land use controls, zoning ordinances, building codes, fees and charges, growth limits and the return on residential investment.

The City of Shawnee under the direction of the Planning and Code Enforcement Departments has formed a code review committee. The intent of this committee is to review the existing adopted code, find and address barriers to affordable housing in existing structures and still address and improve the health, safety and welfare of existing structures without requiring full compliance with the adopted code. The Smart Code, a new relaxed rule, reduces the expense and consequently lessens one barrier to affordable housing in Shawnee.

The City of Shawnee currently offers no assistance to developers who build affordable housing. The Comprehensive Plan is currently under review and the housing section identifies incentives for development through smaller lots and narrower streets.

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

Provide emergency system repairs and rehabilitation for low-to moderate-income single-family owner-occupied homes. The number expected to be assisted is approximately 15-25 households. The objective is to provide decent affordable housing with an outcome of accessibility/availability.

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

The City follows state and federal regulations prohibiting the use of lead-based paint (LBP) and relies on sub recipients to advise households receiving CDBG assistance. The City is in compliance with HUD Title X, regulations regarding paint poisoning; notification that the property may contain lead—based paint and the advisability of blood lead level screening for children under seven years of age. Staff distributes

informational materials detailing the dangers of LBP on an ongoing basis through the department. Shawnee has no real time data linking income to the incidence of residential lead-based paint hazards. However, the City estimates that 5,697 units built prior to 1978 contain lead-based paint. 68% of the homes built before 1940 contain lead-based paint; 43% built between 1940 and 1959 contain lead; and 8% built from 1960 to 1978.

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

Measures to reduce the number of poverty level families include enhanced training and education opportunities and expansion of business and industry and jobs for every citizen, especially very low and low-income people. The Urban Renewal Authority, the City administration, Public Housing Authority and the Continuum provide forums for coordination and integration of programs to serve the low-income and underserved families of Shawnee. Homeownership becomes more feasible for low-income households when down-payment assistance, below market interest rate mortgage loans, and/or homebuyer education is available. In addition to the need for down payment, closing cost assistance, or interest subsidy, an often-cited homeownership barrier is poor credit or no credit history.

To ease the purchase gap on the affordable housing market segment and address credit, the City encourages nonprofit and local banking partners to offer financial and/or homebuyer education and seek homebuyer assistance resources from OHFA’s HOME and SFMRB Programs, the FHLB’s AHP Program and REI’s down payment, closing cost and mortgage financing assistance programs.

Similarly, the high cost of developing new rental properties results in contract rents being unaffordable to low and very low-income households. Higher development costs result in larger long term mortgage amounts with higher monthly payments. In turn, higher contract rent structures are needed in order to produce adequate revenues for service debt. Working closely with community development organizations, the City hopes to create additional tax credit projects to promote the development of affordable housing.

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

Shawnee plans to continue inviting organizations such as local and county governments, health departments, non-profit providers, school representatives, community housing development organizations, and state organizations to attend public hearings and meetings regarding the City’s vision for a viable and urban community. We plan to encourage participation from each of the organizations to assist with achieving our vision.

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

To offset the high development costs associated with affordable rental property development, nonprofit and for-profit development partners access state and national affordable housing grant and loan funds.

This "soft" public financing can then be used by development entities to reduce and/or eliminate hard development costs and long-term debt resulting in cost savings that are passed on to low-income residents in the form of lower, more affordable housing.

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

An Analysis of Impediments to fair housing choice was completed September 2020 for the period 2020-2024. The Analysis was completed to fall in conjunction with the FY 2020 – FY 2024 Consolidated Plan. The Analysis showed no systemic problems in Shawnee and did not make any recommendations for change. The City continues to work closely with other organizations in providing educational materials. Metro Fair Housing will provide assistance to the City of Shawnee in the resolution of housing discrimination complaints received. There were 0 complaints filed with the Metropolitan Fair Housing Council of Oklahoma. Every April, a Proclamation is declared by the Mayor designating April as Fair Housing Month.

Although not stated as an impediment, affordable housing is one of the major barriers to fair housing. By maintaining and increasing the supply of affordable housing, there should be a greater opportunity for the community to become more diversified. Other impediments to fair housing would include limited choices and community support. Shawnee continues to seek support from the community to ensure that all housing is safe, decent and affordable to all citizens.

CR-40 - Monitoring 91.220 and 91.230

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

Local staff continue to conduct monitoring of all projects in the CDBG programs through enforcement of all written contracts which contain specific standards for each project. The enforcement of contracts are pursued by staff members who are well experienced in housing rehabilitation and the use of city plumbing, mechanical, electrical and structural code inspectors. Other CDBG projects such as streets, gutters and sidewalks are monitored and inspected by city engineers. These on-site monitoring efforts are done through the City's Code Enforcement Inspectors regular project inspections and CDBG staff oversight of those inspections.

The City has implemented a plan to ensure the timely expenditures of CDBG funds. The plan includes regular draws through IDIS, a monthly review of expenditures for all activities, the prompt use of program income and frequent progress reports from staff.

The Shawnee Urban Renewal Authority and City Community Development Department closely monitor development projects. The City conforms to City, HUD and other State and Federal program requirements through the administrative staff of both the City and the Urban Renewal Authority. The Shawnee Urban Renewal Authority Board, the City Commission and the Planning Boards all review and provide directions to their respective staff. The Urban Renewal Authority and Community Development Department are well-established entities in local government and are expected to continue their current roles into the foreseeable future. The permanence of these entities assures that community development projects and compliance with program requirements and comprehensive planning requirements are well performed, monitored and comply with funding agency requirements.

The City has not identified any adjustments or improvements to strategies and activities identified in the current Consolidated Plan that would meet our community's needs any more effectively.

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

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

A draft of the 2023 CAPER has been posted to the City's website and is available in office for comment before approval. A public hearing has been scheduled and notice has been published in the local newspaper to provide the opportunity for citizens to comment on the 2023 CAPER. Copies of the 2023 CAPER are available for pickup on location at City Hall and Shawnee Public Library.

CR-45 - CDBG 91.520(c)

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

No changes.

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

No

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

CR-45 - CDBG 91.520(c)

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

No changes.

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

No

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

CR-58 – Section 3

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

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

Table 8 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for or attend community college or a four-year educational institution.					
Assisted residents to apply for or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					

Other.					
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Table 9 – Qualitative Efforts - Number of Activities by Program

Narrative