

SPECIAL CALL

AGENDA
SHAWNEE URBAN RENEWAL AUTHORITY
MARCH 24, 2026 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

DECLARATION OF QUORUM

1. Presentation of Amendments to 2020- 2024 Consolidation Plan and Second through Fifth (2021-2024) Action Plans
2. Presentation of Amendments to 2025- 2026 Annual Action Plan and First (2025) Year Action Plan
3. Presentation of Second (2026) Year Action Plan (2026- 2027)
4. Adjournment

Respectfully submitted,



Kalyn Lindsey, 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)



Community Development Department
16 W. 9th St.
Shawnee, OK 74801
ShawneeOK.org

Date: March 24, 2026
To: Shawnee Urban Renewal Authority
From: Kalyn Lindsey
Subject: Presentation of Amendments to 2020- 2024 Consolidation Plan and Second through Fifth (2021-2024) Action Plans

Background: The Consolidation Plan 2020-2024 needs an amendment in order to release unused funds. The amendment will make the scope of work relevant to the community's needs.

Financial Impact: Unused funds will be available for use.

Attachments: Amendment to 2020-2024 Con Plan

Staff Recommendation: Staff recommend support for the Consolidation Plan amendment.

City of Shawnee, Oklahoma

Substantial Amendment One

to the Community Development Block Grant (CDBG)

2020-2024 Consolidated Plan,

Amendment One to 2021 - Second Year Action Plan,

Amendment One to 2022 – Third Year Action Plan,

Amendment One to 2023 – Fourth Year Action Plan, and

Amendment One to 2024 – Fifth Year Action Plan

For public comment March 20, 2026 through April 20, 2026

City of Shawnee, Community Development/CDBG



NOTICE is hereby given that Amendment Number One to the City of Shawnee's proposed 2020-2024 Consolidated Plan and Second through Fifth Year Action Plans for the program years 2020-2024 will be considered on April 20, 2026 by the Shawnee City Commission during a regular meeting.

Preparation of this amendment will include discussion and approval by the Shawnee Urban Renewal Authority, City staff and administration, and the community as a whole, and will be in compliance with the Citizen Participation Plan that was prepared with the input of citizens. The funds that are included within this amendment are proposed to 100% benefit low-to-moderate income persons in their entirety.

The 2020-2024 Consolidated Plan and Second through Fifth Year Action Plans for the Community Development Block Grant (CDBG) Program were approved by the Shawnee City Commission and the U.S. Department of Housing and Urban Development (HUD). All activities included in the proposed use of funds referenced the 2020-2024 Consolidated Plan Objectives and expected performance outcomes and totaled \$1,597,970.00 for FY2020-2024.

To assist in addressing aging public facilities and infrastructure that impacts the residents of Shawnee, the Community Development Block Grant Program (CDBG) requested the following substantial amendments:

Amendment One to 2020-2024 Consolidated Plan requests programming funds of \$348,608.50 from Housing Rehabilitation & Emergency Repairs, \$2,153.67 from Administration, and \$4,527.08 from Clearance/Demolition be reallocated for Public Facilities and Improvements. These funds will be utilized for a program targeting Public Facilities and Infrastructure, including the purchase and installation of new playground equipment in several parks and repair or replacement of sidewalks in low-to-moderate income neighborhoods.

Amendment One to 2021 - Second Year Action Plan request to add Goal of Public Facilities & Improvements and to allocate \$140,000 to said Goal.

Amendment One to Third Year Action Plan request to add Goal of Public Facilities & Improvements and to allocate \$140,000 to said Goal.

Amendment One to Fourth Year Action Plan request to add Goal of Public Facilities &

Improvements and to reallocate programming funds of \$145,679.28 from Housing Rehab & Emergency Repairs and \$17,523 from Clearance & Demolition to said Goal.

Amendment One to Fifth Year Action Plan Amend request to add Goal of Public Facilities & Improvements and to reallocate programming funds of \$203,206.13 from Housing Rehab & Emergency Repairs, \$27,627.13 from Administration, and \$15,484 from Clearance & Demolition to said Goal.

Discussion will be held with City administration, Community Development Department staff, and the Shawnee Urban Renewal Authority, pertaining to how the CDBG Program can be utilized to assist in meeting the demand for repairs of aging public facilities and infrastructure.

The sources of these funds include the funds that were not yet designated for CDBG Projects and Activities. Because CDBG funds are required to be tracked and segregated by awards, the funds being identified simplifies this request.

copies of Amendments One to the 2020-2024 Consolidated Plan and Second through Fifth Year Action Plans are available for review by contacting the CDBG Program Division of the Community Development Department at 405-273-1276 or kalyn.lindsey@shawneeok.org. They are also available on the City of Shawnee website. Any comments or views of citizens received in writing during the comment period, or orally two public hearings to be held on March 31, 2026 at 2pm and April 8, 2026 at 2pm in the commission chambers, will be considered in preparing the Amendments. A summary of the comments or views, and a summary of any comments or views not accepted and the reasons therefore, shall be attached to the final amendments. The proposed use of funds is hereby published below. Comments must be received prior to 5 p.m. on April 20, 2026.

For additional information please contact Kalyn Lindsey, CDBG Program Manager at 405-273-1276 or kalyn.lindsey@shawneeok.org

AMENDMENT ONE TO THE 2020-2024 CONSOLIDATION PLAN Goals and Funding Reallocations FY2020-2024 (AP-20)

Community Development Block Grant	\$1,982,200.29 Total Funds
Housing Rehab & Emergency Repairs	From \$1,278,380 to \$929,771.50
Administration	From \$319,590 to \$317,436.33
Clearance & Demolition	From \$50,000 to \$45,472.54
<i>Public Facilities & Infrastructure</i>	<i>From \$0 to \$689,519.92</i>

AMENDMENT ONE TO 2021 - SECOND YEAR ACTION PLAN
Project Addition and Funding Allocations FY2021-2022 (Second Year)

Community Development Block Grant \$338,189 Total Funds

Add Public Facilities & Infrastructure Goal Allocation: \$140,000

AMENDMENT ONE TO 2022 - THIRD YEAR ACTION PLAN
Project Addition and Funding Allocations FY 2022-2023 (Third Year)

Community Development Block Grant \$332,891 Total Funds

Add Public Facilities & Infrastructure Goal Allocation: \$140,000

AMENDMENT ONE TO 2023 - FOURTH YEAR ACTION PLAN
Project Addition and Funding Reallocations FY 2023-2024 (Fourth Year)

Community Development Block Grant \$346,903 Total Funds

Housing Rehab & Emergency Repairs From \$250,000 to \$104,320.72 and

Clearance & Demolition From \$27,523 to \$10,000 for a total of
\$163,202.28

Add Public Facilities & Infrastructure Goal From \$0 to \$163,202.28

AMENDMENT ONE TO 2024 - FIFTH YEAR ACTION PLAN
Project Addition and Funding Reallocations FY 2024-2025 (Fifth Year)

Community Development Block Grant \$337,484 Total Funds

Housing Rehab & Emergency Repairs From \$250,000 to \$46,793.87 and

Administration From \$62,000 to \$34,372.42 and

Clearance & Demolition From \$25,484 to \$10,000 for a total of
\$246,317.26

Add Public Facilities & Infrastructure Goal From \$0 to \$246,317.26



Shawnee Urban Renewal Authority Department
16 W. 9th St.
Shawnee, OK 74801
ShawneeOK.org

Date: March 24, 2026
To: Shawnee Urban Renewal Authority
From: Kalyn Lindsey
Subject: Presentation of Amendments to 2025- 2026 Annual Action Plan and First (2025) Year Action Plan

Background: 2025- 2026 Annual Action Plan and First (2025) Year Action Plan need to be amended to better serve the community needs. The scope will be amended so the plan can be effectively implemented.

Financial Impact: The amendments of the plans will allow for effective use of available funds to meet current community needs.

Attachments: Amendment to 2025-2029 Con Plan

Staff Recommendation: Staff recommend support for the amendments

City of Shawnee, Oklahoma

*Substantial Amendment One
to the Community Development Block Grant (CDBG)*

*2025-2029 Consolidated Plan and
Amendment One to 2025 - First Year Action Plan*

For public comment March 20, 2026 through April 20, 2026

City of Shawnee, Community Development/CDBG



NOTICE is hereby given that Amendment Number One to the City of Shawnee's proposed 2025-2029 Consolidated Plan and First Year Action Plan for the program years 2025-2029 will be considered on April 20, 2026 by the Shawnee City Commission during a regular meeting.

Preparation of this amendment will include discussion and approval by the Shawnee Urban Renewal Authority, City staff and administration, and the community as a whole, and will be in compliance with the Citizen Participation Plan that was prepared with the input of citizens. The funds that are included within this amendment are proposed to 100% benefit low-to-moderate income persons in their entirety.

The 2025-2029 Consolidated Plan and First Year Action Plan for the Community Development Block Grant (CDBG) Program were approved by the Shawnee City Commission and the U.S. Department of Housing and Urban Development (HUD). All activities included in the proposed use of funds referenced the 2025-2029 Consolidated Plan Objectives and expected performance outcomes and totaled \$1,685,630 for FY2025-2029 Consolidated Plan and \$337,126 for FY2025-2026 Annual Action Plan respectively.

To assist in addressing aging public facilities and infrastructure that impacts the residents of Shawnee, the Community Development Block Grant Program (CDBG) requested the following substantial amendments:

Amendment One to 2025-2029 Consolidated Plan requests large portions of programming funds from Housing Initiatives, Clearance/Demo, Utility Assistance, Street Outreach, and Administration, be reallocated to Public Works and Public Facilities. These funds will be utilized for a program targeting Public Works and Public Facilities, including repair of roads and sidewalks in low- to moderate-income neighborhoods, repair of public facilities, and updating playground equipment in several parks. This aligns with the City of Shawnee's core goal of better serving out low- to moderate-income residents and the community as a whole.

Amendment One to 2025 - First Year Action Plan request to add the following goals and funding allocations: Housing Initiatives - \$90,000, Clearance/Demo - \$20,000, Public Works - \$50,000, Public Facilities -\$112,000, and Administration - \$65,126.

Discussion will be held with City administration, Community Development Department staff, and the Shawnee Urban Renewal Authority, pertaining to how the CDBG Program

can be utilized to assist in meeting the demand for repairs of aging public facilities and infrastructure.

The sources of these funds include the funds that were not yet designated for CDBG Projects and Activities. Because CDBG funds are required to be tracked and segregated by awards, the funds being identified simplifies this request.

Copies of Amendment One to the 2025-2029 Consolidated Plan and Amendment One to 2025 - First Year Action Plan are available for review by contacting the CDBG Program Division of the Community Development Department at 405-273-1276 or kalyn.lindsey@shawneeok.org. Any comments or views of citizens received in writing during the comment period, or orally at two public hearing to be held on March 31, 2026 at 2pm and April 8, 2026 at 2pm in the Commission Chambers, will be considered in preparing the Amendments. A summary of the comments or views, and a summary of any comments or views not accepted and the reasons therefore, shall be attached to the final amendments. The proposed use of funds is hereby published below. Comments must be received prior to 5 p.m. on April 20, 2026.

For additional information please contact Kalyn Lindsey, CDBG Program Manager at 405-273-1276 or kalyn.lindsey@shawneeok.org

AMENDMENT ONE TO THE 2025-2029 CONSOLIDATION PLAN Goals and Funding Reallocations FY2025-2029

Community Development Block Grant	\$1,685,630 Total Funds
Housing Initiatives	From \$1,080,574.63 to \$440,400
Clearance/Demolition	From \$163,549.01 to \$100,000
Utility Assistance	From \$374,936 to \$4,800
Public Works	From \$175,000 to \$250,000
Public Facilities & Infrastructure	From \$50,000 to \$560,000
Street Outreach	From \$75,000 to \$4,800
Administration	From \$514,806.15 to \$325,630

AMENDMENT ONE TO 2025 - FIRST YEAR ACTION PLAN
Project Addition and Funding Allocations FY 2025-2026 (First Year)

Community Development Block Grant	\$337,126 Total Funds
Add Housing Initiatives	Allocation: \$90,000
Add Clearance/Demolition	Allocation: \$20,000
Add Public Works	Allocation: \$50,000
Add Public Facilities	Allocation: \$112,000
Administration	Allocation: \$65,126

DRAFT



Community Development Department
16 W. 9th St.
Shawnee, OK 74801
ShawneeOK.org

Date: March 24, 2026
To: Shawnee Urban Renewal Authority
From: Kalyn Lindsey
Subject: Presentation of Second (2026) Year Action Plan (2026- 2027)

Background: The Second (2026) Action plan is in support of the Consolidation Plan and outlines in detail what type of projects can be completed with available funding.

Financial Impact: The second (2026) year action plan will release the yearly funding to address community needs.

Attachments: 2026 - Second Year Action Plan DRAFT

Staff Recommendation: Staff recommend support for the plan.



Annual Action Plan 2026

**City of Shawnee Oklahoma
Shawnee Urban Renewal Authority**



16 W. 9th Street

Shawnee, OK 74801

(405)273-1276

www.shawneeok.org

Executive Summary

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

1. Introduction

The Five-Year Consolidated Plan is a document, required by the U.S. Department of Housing and Urban Development (HUD), that identifies a city's priority housing and community development needs for very low-, low-, and moderate-income city residents and the strategies the community has developed to address them. The Consolidated Plan serves as a planning document meeting the federal government statutory requirements in 24CFR 91.200-91.230, the Annual Action Plan is the mechanism where the programs and projects are authorized and funded. The first year Annual Action Plan is included in the 2025-2029 Five Year Consolidated Plan. This Action Plan covers the second year of the 2025-2029 Consolidated Plan period beginning July 1, 2026 through June 30, 2027. The U.S. Department of Housing and Urban Development (HUD) defines the City of Shawnee as an entitlement community due to its population and demographics. As an entitlement community, the City of Shawnee receives an annual allocation of Community Development Block Grant (CDBG).

This plan is the product of public outreach, public hearings, and consultation with multiple agencies that serve the needs of low and moderate-income residents of Shawnee and agencies that serve the needs of special populations.

The Annual Action Plan contains a range of goals, objectives, and outcomes formulated to address needs identified for homelessness, affordable housing, non-housing community development, barriers to affordable housing, fair housing, lead based paint hazards, institutional structure, and coordination as well as public facilities and public works. The overall goals include:

- Increase the availability of affordable housing units through rehabilitation and new construction.
- Support first-time homebuyer programs for low- to moderate-income families.
- Preserve existing affordable housing stock through repair and maintenance grants.
- Strengthen partnerships with local Continuums of Care (CoCs) to improve service coordination.
- Promote mixed-income developments and inclusionary zoning strategies.
- Conduct outreach and education on fair housing rights and responsibilities.
- Identify and remediate lead-based paint in pre-1978 housing units occupied by low-income families.
- Offer lead hazard awareness training to property owners and tenants.
- Enhance coordination among city departments, nonprofits, and housing agencies to streamline services.
- Renovate or expand public facilities such as parks in low-income areas.

- Invest in essential infrastructure upgrades (e.g., water, sewer, roads, sidewalks) to support neighborhood revitalization.
- Support services aimed at the prevention and elimination of homelessness and rapid rehousing of this Consolidated Plan will provide guidance for Shawnee for the period July 1, 2026—June 30, 2027.

The City of Shawnee must submit an Annual Action plan every year to illustrate not only its housing and community development needs but also a coordinated plan to meet those needs.

This Consolidated Plan establishes a unified, coordinated vision for community development that benefits low-income residents and areas for the years 2025-2029. Shawnee gathers input from citizens and its community development partners to determine its housing and community development needs, and to undertake specific actions with those strategies. A key element of this Consolidated Plan is the collaborative nature of the process.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis, or the strategic plan.

Shawnee intends to invest the majority of CDBG funds on a citywide basis to activities demonstrating significant leveraging of limited CDBG resources while benefiting low to moderate-income persons both directly and through community growth. [Leveraging is defined as increasing the impact of CDBG assistance by combining grant funds with other resources such as public, private, foundation funding, and/or quantifiable in-kind resources such as volunteer labor, land, equipment, etc.]

In order to aggregate results across the broad spectrum of programs funded by CDBG, the city adopted HUD's program goals, objectives, activities and outcome categories. Priorities are identified as High-Needs addressed with CDBG and/or leveraging other funds; Medium- If funds are available, these needs will be addressed; and; Low-Needed but not pursued by the City. Shawnee will consider certifications of consistency for other federal application assistance.

These primary needs were identified:

1. Infill Development – Leverage available infill lots for the construction of affordable housing, with a primary focus on first-time homebuyers.
2. First-Time Homebuyer Assistance – Reactivate and enhance the First-Time Homebuyer Assistance program to improve access to stable, long-term housing.
3. Emergency repairs – Collaborate with other organizations to assist homeowners with emergency repairs with an emphasis on health, safety, and code compliance.
4. Demolition

5. Road and Infrastructure Repairs
6. Community-Led Infrastructure Projects – Launch neighborhood-focused service initiatives to support public infrastructure improvements and community beautification.
7. Neighborhood Park Revitalization – Prioritize the renewal of underutilized parks in residential areas to enhance community wellness and recreation.
8. Sidewalk Restoration Program.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

An evaluation of past performance revealed that some of our goals were met. Those that were not met were due to several vacancies of staff in the department that administers the program, new staff coming on board who were unfamiliar with the program, decrease in available contractors for activities, and staffing time constraints. In the capacity of lead agency, the City of Shawnee consulted with various representatives of city and county departments, health organizations, schools, nonprofit organizations, etc. to ensure that none of the needs in our community was overlooked. Additionally, the City met with the citizens to obtain input.

Overall, the City plans to meet the identified goals with specific emphasis on the needs of low- and moderate-income individuals and families in the City of Shawnee.

All goals achieved benefit 100% of the clientele served were of low- to moderate-income.

City staff, including CDBG Program Manager, strive to meet all CDBG program requirements while also following city and state mandated requirements. To ensure that sub-grantees understand their responsibilities, City staff provides training and technical assistance, and monitors projects regularly based on the type of activity and complexity.

The past needs are a basis for determining current needs. There continues to be a strong demand for affordable housing programs through CDBG housing activities as well as ongoing needs related to public facilities and public works.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City of Shawnee Citizen Participation Plan outlines ways in which the citizens of Shawnee can participate in its CDBG program. Its purpose is to encourage public participation in the planning process, as well as to meet the requirements of the U.S. Department of Housing and Urban Development. The process is designed to encourage citizens, interested parties, and public and private agencies

opportunity for reasonable and timely access to information and records related to the Consolidated Plan.

The City of Shawnee will hold at least two public hearings during each program year cycle; one will be held before the proposed consolidated plan is published for comment and at least one after the proposed plan is available for review. The hearings will be held in the City Commission Chambers located at City Hall of Shawnee, 16 W. 9th Street, on a day selected in the normal work week. This location is central within our primary target area of service, is ADA compliant, and has ample free parking on site.

Notices of the hearings will be published in the Shawnee News Star newspaper at least ten (10) calendar days prior to each hearing. The notices will also be sent to the following local public service agencies for posting:

- City Hall
- Public Housing Authority
- Recreation Center (formerly called Senior Center)
- Library
- Shawnee News Star (to publish notices)

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

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

All comments are accepted.

7. Summary

The primary goal of the City of Shawnee is to sustain a viable urban community. To support this objective, the City utilizes CDBG funds to help achieve the goals outlined in the Goals table. The City reserves the right to make non-substantive amendments to the Consolidated Plan without a public comment period. However, any changes that involve adding or deleting a priority, proposing an activity inconsistent with an existing strategy, or removing an activity previously included, will necessitate a public comment period.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity 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	SHAWNEE	Shawnee Urban Renewal Authority

Table 1 – Responsible Agencies

Narrative (optional)

The Lead Agency for this initiative is the City of Shawnee, with the Shawnee Urban Renewal Authority responsible for overseeing the development of the Plan and administering the CDBG (Community Development Block Grant) program.

The Shawnee Urban Renewal Authority ensures that all relevant community entities involved in providing housing of various types and purposes are consulted to gather their needs, perspectives, and recommendations.

Consolidated Plan Public Contact Information

Kalyn Lindsey

16 W. 9th Street

Shawnee, OK 74801

405-273-1276

kalyn.lindsey@shawneeok.org

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

The Shawnee Urban Renewal Authority serves as the lead agency responsible for development and administration of programs and activities of the Action Plan and implementation of housing and community development activities and initiatives. The City Commission serves as the decision-making body on matters related to the Consolidated Plan.

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(I))

The CDBG Program operates under the direction and oversight of the City Manager, the City Commission, and the Community Development Department. One full-time employee, a CDBG Program Manager, oversees the Program’s administration.

The CDBG Program Manager is responsible for managing and implementing all funded activities, preparing the 5-Year Consolidated Plan and Annual Action Plans, maintaining program/project records, and ensuring compliance with all federal, state, and local regulations and statutes related to the Program.

The agencies that will assist in the administration of programs and activities that will be addressed in the Five-Year Consolidated Plan and the Second Annual Action Plan include:

- Housing Authority of the City of Shawnee, Oklahoma
- Central Oklahoma Economic Development District (COEDD)
- Salvation Army
- Continuum of Care, Oklahoma Balance of State
- Shawnee Housing Alliance
- Community Market of Pottawatomie County
- Central Oklahoma Community Action Agency (COCAA)
- Shawnee Rescue Mission
- Youth and Family Resource Center
- Sac & Fox Nation
- Citizen Potawatomi Nation
- United Way
- Red Rock
- Angel Acres
- City of Shawnee departments

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(I))

The City strives to enhance coordination between housing providers and social service agencies by acting as a central hub for communication. Annually, the City solicits feedback and information from these organizations and publishes the results for review and comment. Housing providers and social service agencies are also invited to participate in focus groups and public meetings where they are encouraged to provide input and feedback on the City’s entitlement community planning and evaluation activities. The City routinely communicates with the public housing authority to understand their programs and needs and has provided assistance to them in the past. However, due to budget constraints, the City is currently unable to provide financial assistance for projects.

The Public Housing Authority has been consulted regarding the plan. Both the Shawnee Urban Renewal Authority and the Public Housing Authority share the same goal of preventing homelessness in Shawnee, Oklahoma.

In conjunction with the Community Development Department, the Balance of State Oklahoma Continuum of Care sets goals, priorities, and strategies to address the city’s homelessness needs.

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.

The Balance of State Region Oklahoma Continuum of Care sets goals, priorities and strategies to address the City’s homeless needs.

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

The City's Homeless Services Coordinator consults with the Balance of State Region Oklahoma Continuum of Care sets goals, priorities and strategies to address the City’s homeless needs.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Central Oklahoma Community Action Agency
	Agency/Group/Organization Type	Housing Foundation
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Market Analysis Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Efforts were made to engage a broad group of community stakeholders ensuring that no agency types were excluded from participation. Shawnee's citizen participation process is designed to provide citizens, interested parties, and public and private agencies opportunity for reasonable and timely access to information and records related to the Consolidated Plan. Consultations with housing and social service agencies as well as other relevant entities, were conducted through personal interviews, telephone conversations, internet communications, meetings and other necessary methods. The information collected was analyzed to evaluate how services were provided and to assess the local networks being utilized to augment and coordinate services and facilities.

2	Agency/Group/Organization	Housing Authority of the City of Shawnee
	Agency/Group/Organization Type	Housing PHA Services - Housing Services - Narrowing the Digital Divide Business Leaders Civic Leaders Foundation Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Market Analysis Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public Housing Needs
3	Agency/Group/Organization	City of Shawnee Planning/Community Development Department
	Agency/Group/Organization Type	Other government - Local Planning organization Business Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development Lead-based Paint Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Strategic planning, economic development, blight removal, and new residential development.
4	Agency/Group/Organization	POTTAWATOMIE COUNTY
	Agency/Group/Organization Type	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 - Broadband Internet Service Providers Health Agency Other government - County Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy Lead-based Paint Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Shawnee has excellent cooperation and coordination with other public entities, including Pottawattamie County Health Department, the State Department of Health and Human Services, and the Pottawatomie County Governmental Offices.
5	Agency/Group/Organization	Project SAFE
	Agency/Group/Organization Type	Housing Services - Housing Services-Victims of Domestic Violence Services - Victims Child Welfare Agency Foundation
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Project SAFE provides service for domestic violence victims and families. They provide protection and case management services to those suddenly homeless due to emergency situations. Clients can be referred to the City of Shawnee for housing needs.

6	Agency/Group/Organization	Oklahoma State Department of Health
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Health Other government - County LBP
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy Health
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Oklahoma Department of Health is consulted for core services for the health and safety of all citizens. They provide lead poisoning prevention programs such as screenings and testing, case management, surveillance, education and outreach. The City of Shawnee will refer families with children that may be at risk for Lead poisoning to the health department for services.
7	Agency/Group/Organization	City of Shawnee Planning/Community Development Department
	Agency/Group/Organization Type	Other government - Local Planning organization Grantee Department
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development Community Development and Planning
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Planning department helps with neighborhood stabilization programs by improving public facilities and public infrastructure to improve the quality of life for all citizens.

8	Agency/Group/Organization	ABSENTEE SHAWNEE TRIBE
	Agency/Group/Organization Type	Housing PHA 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 Service-Fair Housing Services - Victims Other government - Federal Tribal Government Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Economic Development

<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The Absentee Shawnee Tribe provides across the board services.</p>
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Identify any Agency Types not consulted and provide rationale for not consulting

All agencies were included in the consultation 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	Balance of State Region Oklahoma Continuum of Care	The City uses data collected from the Balance of State Region Oklahoma Continuum of Care.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The community demonstrates strong support for the CDBG program and its projects by actively participating in public hearings and stakeholder meetings, offering valuable input and suggestions.

Identify any agency types not consulted: All Agencies were actively engaged in the consultation process.

AP-12 Participation – 91.105, 91.200(c)

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

The City of Shawnee follows its Citizen's Participation Plan for involving its citizens in the preparation of the plan as well as determining the goals, objectives, and outcomes. Specifically, citizens are notified by newspaper publications and postings regarding the public hearing to discuss the 2026-2027 Action Plan. The basis for goal setting is determined by the participation and comments received by the citizens of Shawnee at the public hearings and meetings conducted. With those comments, this office is able to determine goals for the action plan.

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 Hearing	Minorities Non-English Speaking - Specify other language: Any Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing			All comments are accepted.	

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 Hearing	Non-targeted/broad community			All comments are accepted.	

Table 4 – Citizen Participation Outreach

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Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

The City of Shawnee’s CDBG allocation for FY2026-2027 is \$337,126.00. For the remaining period of the plan, approximately \$337,126.00 will be available through HUD's CDBG funding.

The City of Shawnee has engaged a comprehensive network of community partners and stakeholders, including multi-level government agencies, private for-profit and non-profit organizations, local health authorities, and citizens to assess community needs. While it is not possible to address every identified need with the available funds, the City of Shawnee, in collaboration with our community service providers, has developed a strategic plan that prioritizes the distinct needs of low- and moderate-income individuals and families.

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	337,126.00	5,956.00	0.00	343,082.00	1,011,378.00	CDBG funds will be used to carry out activities related to acquisition, administration and planning, housing, economic development, public facility improvements, and public services.

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: \$		
Other	public - federal	Public Services Other	0	0	0	0	0	

Table 5 - 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 of Shawnee does not anticipate any additional resources other than program income. While CDBG funds do not require a match, the City anticipates leveraging local, state, federal, and private funds as they address the priorities and goals outlined in the Consolidated Plan.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

If appropriate, the City may utilize funds to address infrastructure or public facilities improvements for qualifying low-moderate income areas of the City.

Discussion

The City of Shawnee is uncertain whether any vacant land or dilapidated structures will be received during this plan year. If any property is received, the City of Shawnee will utilize it to address the needs identified in the plan. The unmet need for decent, safe and affordable housing continues to outpace the ability of federal, state, and local government to supply housing, as stance needs.

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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	Housing Initiatives	2025	2029	Affordable Housing Public Housing	Citywide (determined by need and eligibility)	Decent, Safe & Affordable Housing	CDBG: \$82,800 Project income: \$	Homeowner Housing Rehabilitated: 5 Homeowner Housing Added: 3 Direct Financial Assistance to Homebuyers: 5
2	Clearance/Demolition	2025	2029	Non-Homeless Special Needs	Citywide (determined by need and eligibility)	Clearance and Demolition	CDBG: \$20,000 Project Income: \$	Buildings Demolished: 5
3	Utility Assistance	2025	2029	Non-Homeless Special Needs	Citywide (determined by need and eligibility)	Subsistence Public Service Rent/Utilities/Grocery	CDBG: \$3,600	Households receiving Utility Assistance: 25

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Public Works	2025	2029	Non-Housing Community Development	Citywide (determined by need and eligibility)	Public Works	CDBG: \$50,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 100
5	Public Facilities	2025	2029	Non-Housing Community Development	Citywide (determined by need and eligibility)	Public Facilities	CDBG: \$112,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 250
6	Street Outreach	2025	2029	Homeless	Citywide (determined by need and eligibility)	Street Outreach	CDBG: \$3,600	Homelessness Prevention: 10
7	Administration	2026	2029	Other - Administration		Administration and Planning	CDBG: \$65,484	Other: 1

Table 5 – Goals Summary

Goal Descriptions

1	Goal Name	Housing Initiatives
	Goal Description	<p>The Housing Initiatives program is designed to assist low-moderate income households. Beneficiaries can be individuals, families with or without children, elderly, frail, veterans, persons with disabilities or any other demographic as provided they are low-moderate income</p> <p>Emergency Repairs: Emergency repairs program is to prevent beneficiaries that are in jeopardy of losing their homes due to unsafe hazards and/or need of emergency repairs. Beneficiaries must own their home. In collaboration with other organizations, the City of Shawnee will utilize CDBG funds to prevent homelessness by providing emergency services to approximately 5 homeowners per year</p> <p>Infill Lot program: Provide incentives to developers for purchase of and build on infill lots: 3 per year</p> <p>First-Time Homebuyer program: Provide down-payment assistance for first-time homebuyers: 5 per year</p>
2	Goal Name	Clearance/Demolition
	Goal Description	To assist low-moderate income residents with demolition of structures deemed unsafe or a hazard to public health and safety. The City will provide clearance/demolition services of the structure in exchange for the property, which will then be used as an infill lot in conjunction with the Infill Lot Program. This project will help eliminate slum/blight.
3	Goal Name	Utility Assistance
	Goal Description	The City will collaborate with the Homeless Roundtable to offer one-time utility assistance to households in need.
4	Goal Name	Public Works
	Goal Description	The City will work to repair sidewalks and roads in low-moderate income areas.

5	Goal Name	Public Facilities & Infrastructure
	Goal Description	Prioritize the renewal of underutilized parks in residential areas to enhance community wellness and recreation. Rehabilitate this key community asset using a combination of CDBG to maximize project impact and resident engagement
6	Goal Name	Street Outreach
	Goal Description	Collaborate with Homeless Roundtable to establish activities aimed at homeless prevention and outreach
7	Goal Name	Administration
	Goal Description	Planning, administration, management, and oversight of federal, state, and local funded programs.

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Projects

AP-35 Projects – 91.220(d)

Introduction

The City of Shawnee has reviewed all proposed activities for eligibility under 24 CFR Subpart C and has determined eligibility under HUD guidelines as established for the Community Development Block Grant program. The activities planned for this year will meet HUD national objectives. The annual action plan describes the City’s plans for the expenditure of federal dollars for the coming fiscal year. The activity will specifically address objectives and priorities identified in the 2025-2029 Consolidated Plan.

Projects

#	Project Name
1	HOUSING INITIATIVES
2	CLEARANCE/DEMOLITION
3	UTILITY ASSISTANCE
4	PUBLIC WORKS
5	PUBLIC FACILITIES
6	STREET OUTREACH
7	ADMINISTRATION 21A

Table 6 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

All allocation priorities support the overall priorities of the Consolidated Plan and address underserved needs of lack of affordable housing, homeless services and homeless prevention activities. The main obstacle in addressing underserved needs is that the needs of the community far outweigh the funding available to address those needs. 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 to specific areas where 51% or more of the total household beneficiaries have low to moderate incomes. Activities based on area benefit are mainly infrastructure and public facilities improvement projects such as public parks, sidewalks, and street and drainage improvements located in low income census tracts of the city. Typically, the City qualifies CDBG activities under the national objective of benefit to low- and moderate-income households.

AP-38 Project Summary

Project Summary Information

1	Project Name	Housing Initiatives
	Target Area	Citywide (determined by need and eligibility)
	Goals Supported	Housing Initiatives
	Needs Addressed	Decent, Safe & Affordable Housing
	Funding	CDBG: \$82,800
	Description	<p>The Housing Initiatives program is designed to assist low-moderate income households. Beneficiaries can be individuals, families with or without children, elderly, frail, veterans, persons with disabilities or any other demographic as provided they are low-moderate income</p> <p>Emergency Repairs: Emergency repairs program is to prevent beneficiaries that are in jeopardy of losing their homes due to unsafe hazards and/or need of emergency repairs. Beneficiaries must own their home. In collaboration with other organizations, the City of Shawnee will utilize CDBG funds to prevent homelessness by providing emergency services to approximately 5 homeowners per year</p> <p>Infill Lot program: Provide incentives to developers for purchase of and build on infill lots: 3 per year</p> <p>First-Time Homebuyer program: Provide down-payment assistance for first-time homebuyers: 5 per year</p>
	Target Date	09/01/2027

Estimate number and type of families that will benefit from the proposed activities	Homeowner Housing Rehabilitated: 5 Homeowner Housing Added: 3 Direct Financial Assistance to Homebuyers: 5
Location Description	Citywide, based on household income eligibility
Planned Activities	Emergency Repairs Infill Lot Program First-Time Homebuyer Incentive

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2	Project Name	Clearance/Demolition
	Target Area	Citywide (determined by need and eligibility)
	Goals Supported	Clearance/Demolition, Housing Initiatives
	Needs Addressed	Eliminate slum/blight
	Funding	CDBG: \$20,000
	Description	To assist low-moderate income residents with demolition of structures deemed unsafe or a hazard to public health and safety. The City will provide clearance/demolition services of the structure in exchange for the property, which will then be used as an infill lot in conjunction with the Infill Lot Program.
	Target Date	09/01/2027
	Estimate number and type of families that will benefit from the proposed activities	Estimated 5 low-moderate income households to benefit from Clearance/Demolition activities
	Location Description	Citywide, based on income eligibility
	Planned Activities	Demolition and clearance of dilapidated structures to prevent unsafe environments and hazards to citizens.
3	Project Name	Utility Assistance
	Target Area	Citywide (determined by need and eligibility)
	Goals Supported	Utility Assistance
	Needs Addressed	Subsistence Public Service: Utilities
	Funding	CDBG: \$3,600
	Description	Provide utility assistance

	Target Date	09/01/2027
	Estimate the number and type of families that will benefit from the proposed activities	Households receiving utility assistance: 25
	Location Description	Citywide, based on income eligibility
	Planned Activities	The City will provide funds to the Homeless Roundtable to be dispersed to households in need of utility assistance to help prevent homelessness.
4	Project Name	Public Works
	Target Area	Citywide (determined by need and eligibility)
	Goals Supported	Public Works
	Needs Addressed	Non-housing Community Development
	Funding	CDBG: \$50,000
	Description	Repair of sidewalks and streets
	Target Date	09/01/2027
	Estimate the number and type of families that will benefit from the proposed activities	100 low-moderate income households
	Location Description	Citywide
	Planned Activities	Repair of sidewalks and streets in LMI areas

5	Project Name	Public Facilities & Infrastructure
	Target Area	Citywide (determined by need and eligibility)
	Goals Supported	Public Facilities & Infrastructure
	Needs Addressed	Public Facilities & Infrastructure
	Funding	CDBG: \$112,000
	Description	Replace playground equipment, update parks in LMI areas
	Target Date	09/01/2027
	Estimate the number and type of families that will benefit from the proposed activities	250 Low-Moderate income families
	Location Description	Citywide
	Planned Activities	Replace playground equipment, update parks in LMI areas
6	Project Name	Street Outreach
	Target Area	Citywide (determined by need and eligibility)
	Goals Supported	Street Outreach
	Needs Addressed	Street Outreach
	Funding	CDBG: \$3,600
	Description	Support services aimed at the prevention and elimination of homelessness
	Target Date	09/01/2027

	Estimate the number and type of families that will benefit from the proposed activities	Homeless Prevention: 10 individuals
	Location Description	Residents being served at the Shawnee Rescue Mission
	Planned Activities	Support services through the Homeless Roundtable aimed at the prevention and elimination of homelessness
7	Project Name	Administration and Planning 21A
	Target Area	Citywide (determined by need and eligibility)
	Goals Supported	Administration
	Needs Addressed	Administration and Planning
	Funding	CDBG: \$65,126
	Description	Planning, administration, management, and oversight of federal, state, and local funded programs.
	Target Date	09/01/2027
	Estimate the number and type of families that will benefit from the proposed activities	All eligible CDBG applicants will benefit from administrative activities.
	Location Description	Administrative office is centrally located within the target area
	Planned Activities	Administration and Planning

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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

Shawnee's designated target areas include segments of the community where 51 percent or more of the residents are classified as low- to moderate-income, thereby qualifying for Community Development Block Grant (CDBG) activities. This program encompasses a range of projects and initiatives related to housing, infrastructure, economic development, and other elements outlined in the Consolidated Plan, all aimed at enhancing the quality of life for residents.

The demographic composition of Shawnee continues to evolve, reflecting a more integrated and diverse community in both population size and geographic distribution. According to the 2023 U.S. Census, Shawnee had a population of 31,803, with 71.1% identifying as White, 4.8% as Black or African American, 13.8% as American Indian, 0.6% as Asian, and 0.02% as Native Hawaiian or Other Pacific Islander. Additionally, 7.3% of residents identified as Hispanic or Latino.

By 2025, the U.S. Census reported an increase in population to 32,125. The racial and ethnic composition shifted slightly, with 70.9% identifying as White, 4.3% as Black or African American, 13.1% as American Indian, 0.8% as Asian, 9.8% as two or more races, 0.8% as some other race, and 0.3% as Native Hawaiian or Other Pacific Islander. The proportion of Hispanic or Latino residents remained at 7.3%.

This steady growth in racial and ethnic diversity across all census tracts illustrates a broader trend toward greater inclusivity within Shawnee. Contributing factors include expanded economic opportunities, stronger community support systems, and the continued availability of affordable housing.

Most target areas are situated within specific census tracts in Shawnee. Resources allocated through city programs are primarily focused on improving living conditions for extremely low, very low, and low- to moderate-income individuals and families, defined as those earning at or below 30%, 50%, and 80% of the median family income for the area.

Geographic Distribution

Target Area	Percentage of Funds
City wide (determined by need and eligibility)	100

Table 7 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

CDBG assistance is available throughout the City of Shawnee. However, depending on the nature of the

activity, the City may periodically direct CDBG investments to specific areas where 51% or more of the total beneficiaries are low- to moderate-income households. Generally, CDBG activities are aligned with the national objective of benefiting low- and moderate-income households.

Discussion

The City of Shawnee has effectively optimized its geographic allocation of housing and community development investments by adopting a citywide policy that prioritizes eligibility determinations based on income criteria rather than exclusively on area benefit.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City of Shawnee actively promotes the development of rental housing for individuals within the 50% to 60% Median Family Income (MFI) range by:

1. **Enhancing Awareness:** Marketing development opportunities within the city, including leveraging the Qualified Census Tract advantage to attract tax credit developers, and disseminating results from housing market analyses.
2. **Providing Support:** Issuing “Resolutions of Support” and “Community Support” for proposed IRS Section 42 Low-Income Housing Tax Credit (LIHTC) applications seeking competitive tax credit allocations from the Oklahoma Housing Finance Agency (OHFA).
3. **Exploring Incentives:** Evaluating potential direct contributions to developments, such as fee waivers, tax abatements, public infrastructure improvements, and donations or discounts on real property and materials.

One Year Goals for the Number of Households to be Supported	
Homeless	5
Non-Homeless	5
Special-Needs	5
Total	15

Table 8 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	3
Rehab of Existing Units	5
Acquisition of Existing Units	0
Total	8

Table 9 - One Year Goals for Affordable Housing by Support Type

Discussion

The City of Shawnee promotes affordable housing by assisting with emergency repairs of existing homes to help prevent homelessness. The City also plans to offer Infill Lot Program Incentives to developers to create new affordable housing units. The First-Time Homebuyer Program aims to provide assistance to qualifying first-time, LMI homebuyers.

Approximately 13 households are planned to receive Housing Incentive assistance.

The non-homeless goal for the 2026-2027 program year is to assist 13 households.

AP-60 Public Housing – 91.220(h)

Introduction

The City of Shawnee currently lacks sufficient funding to support the public housing authority in addressing its existing needs.

Actions planned during the next year to address the needs to public housing

Shawnee has a public housing authority that manages properties of varying ages and construction standards. There is a substantial need for modernization and repairs, with capital and modernization requirements estimated to exceed \$6 million over the next five years. Due to limited funding, Shawnee will not allocate any CDBG funds to public housing projects. Instead, these funds will be dedicated exclusively to homeless prevention efforts through emergency repairs for owner-occupied dwellings.

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

The housing authority shares information with residents through the year about home ownership training classes and encourages homeownership.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The housing authority is not designated as troubled.

Discussion

Support for homeless households will be accomplished by providing resources and referrals to local agencies that specialize in that area. The City of Shawnee currently utilizes the CDBG allocation for homeless prevention by providing emergency repairs assistance.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Historically, Shawnee has relied on the area's Continuum of Care partnering agencies to address homeless needs of the City. The CoC covers the geography of 13 counties and includes the city of Shawnee. The Continuum is responsible for identifying Shawnee's homeless and homeless prevention priorities through consultations with its member organizations serving homeless individuals and families with children and concerned citizens. Although we do not receive funding from the partner agencies, we are committed to pursuing alternative strategies and initiatives within our community to support this vulnerable population and promote revitalization efforts.

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

Addressing the emergency shelter and transitional housing needs of homeless persons

The Continuum of Care agencies 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.

Despite facing challenges related to limited funding, the City remains dedicated to providing non-financial support to organizations working with the Continuum of Care to advance efforts to eradicate chronic homelessness how we will do that is listed below under how we will undertake the following measures to support the plan.

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

To support the successful implementation of the plan, the City of Shawnee will undertake the following

measures:

1. **Staff Awareness and Engagement:** Ensure that all relevant staff are thoroughly informed about the plan's goals, strategies, and implementation framework to promote alignment and accountability across departments.
2. **Public Accessibility and Transparency:** Make the plan easily accessible to the public to foster transparency, encourage community engagement, and invite public input.
3. **Annual Evaluation and Stakeholder Feedback:** Conduct a comprehensive annual review of the plan, incorporating feedback from key stakeholders and providing timely updates on the Community Development Block Grant (CDBG) process.
4. **Capacity Building through Technical Training:** Provide targeted technical training to interested agencies and organizations to strengthen their capacity and enhance the effectiveness of plan implementation.

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.

Shawnee's homeless prevention strategy for the upcoming program year will involve the following actions:

1. **Emergency Repair Assistance:** Utilize CDBG funds to provide emergency repair assistance for owner-occupied homes and support local applications for state and federal funding aimed at addressing homelessness and at-risk populations.
2. **Support for Nonprofits:** Encourage and assist locally funded non-profit organizations in accessing available homeless funding. HUD administers five programs specifically targeted at combating homelessness. Additionally, HUD funds "mainstream" programs that, while not exclusively focused on homelessness, can offer further assistance to individuals experiencing homelessness due to their low-income or disability status.

Discussion

The City of Shawnee uses its CDBG funding for homeless prevention programs through emergency repairs.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The City of Shawnee's development policies are designed to safeguard the health, safety, and welfare of its citizens. The City continuously reviews and updates its regulations to address evolving conditions and challenges related to affordable housing. While the City does not provide assistance or special tax incentives to builders of affordable housing, it does support development in other ways.

According to the City Community Development Department, land development costs in Shawnee are significantly lower compared to many other suburban communities in the Oklahoma City metropolitan area.

The City's housing rehabilitation assistance program aims to ensure a safe living environment within affordable housing. However, with approximately 2,000 housing units in Shawnee facing issues, the direct impact of rehabilitating 5 houses annually is relatively modest. Nevertheless, such rehabilitation efforts often inspire other properties in the neighborhood to undertake improvements as well.

The City's Comprehensive Plan, adopted in 2019, includes residential design changes intended to reduce development costs. These changes involve narrowing street width requirements and reducing lot size requirements, which in turn decrease the amount of paved infrastructure, water, sewer, electric, natural gas, and other capital improvements needed for each house. Additionally, the City adopted the International Building Codes last year, streamlining remodeling requirements while maintaining standards for safety, health, and welfare. The City does not impose restrictions on the return on investment for developing or operating residential properties.

Barriers to affordable housing in Shawnee are influenced by supply and demand dynamics. The high demand for housing in the area drives up acquisition costs. Furthermore, some affordable housing in Shawnee does not meet decent living standards. While the City promotes efforts to improve affordable housing, the absence of state, local, or federal regulations governing rental conditions presents a significant challenge.

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

To enhance development opportunities in Shawnee, the City will:

- Promote Development Opportunities: Increase awareness of development prospects by marketing the Qualified Census Tract advantage to tax credit developers and sharing results

from housing market analyses.

- Provide Support: Offer “Resolutions of Support” and “Community Support” for IRS Section 42 Low-Income Housing Tax Credit (LIHTC) proposals seeking competitive tax credits from the Oklahoma Housing Finance Agency (OHFA).
- Explore Incentives: Evaluate potential contributions of direct value to developments, including fee waivers, tax abatements, public improvements, and donations or discounts on real property and materials.

The expansion of homeownership in the community is constrained by the high cost of entry-level for-sale housing units. With new single-family home prices averaging \$195,000 and overall new home sale prices around \$260,700, there is a significant affordability gap for median household incomes of \$38,056. This gap is even wider for smaller households with incomes at or below HUD’s Pottawatomie County income thresholds of \$37,100 to \$59,350 for low- and moderate-income families. To address this issue, the City plans to market and promote housing market analysis results to inform developers of housing needs and offer incentives for development.

Homeownership is more attainable for low-income households when down-payment assistance, below-market interest rate mortgage loans, and homebuyer education are available. Aside from financial barriers such as down-payment and closing costs, poor or no credit history often impedes homeownership.

To bridge the affordability gap in the housing market segment and address credit issues, the City encourages collaboration with nonprofit and local banking partners to provide financial and homebuyer education. It also seeks to leverage 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 that are unaffordable to low- and very low-income households. Elevated development costs lead to larger long-term mortgages with higher monthly payments, necessitating higher contract rent structures to generate sufficient revenue to service debt. The City aims to collaborate with community development organizations to facilitate additional tax credit projects, thereby promoting the development of affordable rental housing.

Discussion:

To mitigate the high development costs associated with affordable housing property projects, both nonprofit and for-profit development partners utilize state and national affordable housing grant and loan funds. This "soft" public financing helps reduce or eliminate hard development costs and long-term debt, thereby generating cost savings that can be passed on to low-income residents.

AP-85 Other Actions – 91.220(k)

Introduction:

Obstacles to addressing underserved needs are primarily due to constraints in resources and staffing.

Actions planned to address obstacles to meeting underserved needs

The City of Shawnee employs a variety of innovative strategies to effectively address limited resources and staffing constraints while ensuring that high-priority needs are met. These strategies include:

1. **Collaborative Partnerships:** The City actively collaborates with local nonprofits, community organizations, and other governmental agencies to pool resources and expertise. This collaborative approach allows for a more comprehensive response to community needs, leveraging the strengths of various partners to maximize impact.
2. **Data-Driven Decision Making:** By utilizing data analytics and community assessments, the City identifies key areas of need and allocates resources more efficiently. This targeted approach helps ensure that interventions are tailored to the specific challenges faced by different neighborhoods and populations.
3. **Volunteer Engagement:** Shawnee encourages community involvement through volunteer programs that empower residents to participate in service delivery. By mobilizing volunteers, the City can extend its capacity to address local needs without significantly increasing costs.
4. **Grant Writing:** The City proactively seeks additional funding through grants. By identifying and applying for relevant grants, Shawnee can supplement its budget and support projects that align with community priorities.
5. **Innovative Technology Solutions:** Shawnee incorporates technology to streamline operations and improve service delivery. For example, online platforms for reporting issues, accessing services, and providing feedback enhance community engagement and enable more efficient use of staff time.

Training and Development: The City invests in training programs for existing staff to enhance their skills and capacity. By equipping employees with new tools and knowledge, Shawnee can improve service delivery and adapt to evolving community needs.

Actions planned to foster and maintain affordable housing

For the FY 2026-2027 program year, the City's objectives include:

1. **Emergency Repair Projects:** Address system replacements and provide emergency repairs.
2. **Demolition:** Remove blighted structures to improve neighborhood conditions.
3. **Utility Assistance:** Help with weatherization, and LMI house holds at peak season.
4. **Public Works:** Streets and Sidewalks
5. **Public Facilities & Infrastructure:** Parks

6. Street Outreach: Homeless Prevention/ Assistance

These efforts aim to ensure the provision of safe, decent, and affordable housing for low- to moderate-income families.

In the coming program year, the City of Shawnee will focus on identifying and addressing priority areas for emergency repairs. Specific actions include:

- Provide system repairs and rehabilitation for approximately 5 low- to moderate-income single-family owner-occupied homes, with a focus on improving accessibility and availability.

The City may issue a Certification of Consistency with the Consolidated Plan to support other federal applications when development proposals align with the affordable housing priorities and objectives of the Annual Plan. While affordable rental development and rehabilitation are strongly encouraged, current funding constraints limit the City's ability to address all aspects of the housing crisis, focusing primarily on owner assistance. Nonprofit and for-profit development entities are encouraged to apply for competitive housing resources, including the HOME Program, Low-Income Housing Tax Credits, Federal Home Loan Bank of Topeka Affordable Housing Program, State Housing Trust Fund, USHUD YouthBuild, local faith-based initiatives like Group Work Camps, and REI's various housing programs.

Actions planned to reduce lead-based paint hazards

The City of Shawnee adheres to state and federal regulations concerning lead-based paint (LBP) and ensures compliance with HUD Title X regulations related to lead poisoning prevention. The City relies on subrecipients to inform households receiving CDBG assistance about potential lead hazards. Compliance measures include:

- **Informational Materials:** The City regularly distributes materials outlining the risks associated with lead-based paint and the importance of blood lead level screening for children under seven years of age.
- **Lead-Based Paint Estimation:** It is estimated that approximately 5,697 units built before 1978 in Shawnee contain lead-based paint. Specifically, 68% of homes built before 1940, 43% of those built between 1940 and 1959, and 8% of homes built between 1960 and 1978 are likely to contain lead-based paint.
- **Funding and Compliance:** The City will allocate funds for lead-based paint testing and mitigation, ensuring that all federal and local regulations are strictly followed before any federal dollars are disbursed.

The City provides detailed information on lead-based paint hazards to residents and contractors. This includes:

- **EPA Brochures:** Contractors receive brochures from the EPA Office of Pollution Prevention and

Toxics, such as "Protect Your Family from Lead in Your Home" and "Reducing Lead Hazards When Remodeling Your Home," along with other pertinent information to prevent contamination and health risks.

Important Lead-Based Paint Information:

Lead is a highly toxic metal that can cause severe health issues, particularly in young children. Exposure can damage the brain, kidneys, nerves, and blood.

If your home was built before 1978:

- **Surface Cleaning:** Wipe down flat surfaces like window sills with a damp paper towel and dispose of the towel properly.
- **Floor Maintenance:** Mop smooth floors weekly with a damp mop to control dust.
- **Shoes:** Remove shoes before entering the home.
- **Vacuuming:** Regularly vacuum carpets and upholstery. Use a vacuum with a HEPA filter or a high-efficiency collection bag if possible.
- **Paint Chips:** Carefully pick up loose paint chips with a damp paper towel and discard them in the trash, then wipe the area clean.
- **Renovation Precautions:** Take care to avoid creating lead dust during remodeling or maintenance.
- **Lead Testing:** Have a lead professional test for hazards, including soil testing.

For Children:

- **Blood Lead Testing:** Have your child's blood lead level tested at ages 1 and 2. Children aged 3 to 6 should also be tested if they live in or frequently visit a home built before 1950 or a home built before 1978 with recent renovations. Testing is also recommended if the child has a sibling or playmate with lead poisoning.
- **Hand and Toy Washing:** Frequently wash your child's hands and toys to reduce dust exposure.
- **Water:** Use cold tap water for drinking and cooking.
- **Avoid Lead-Containing Products:** Refrain from using home remedies and cosmetics containing lead, such as arzacón, greta, pay-loo-ah, or litargirio. Be cautious of imported candies and certain tableware that may contain high levels of lead.

Actions planned to reduce the number of poverty-level families

To reduce poverty levels, the City of Shawnee focuses on enhancing training and educational opportunities, expanding business and industry, and creating job opportunities for all residents, with particular emphasis on very low- and low-income individuals. Coordination and integration of services for underserved families are facilitated through collaborative efforts involving the Shawnee Urban

Renewal Authority, City administration, the Public Housing Authority, and the Continuum of Care.

Homeownership and Financial Support

Homeownership is made more attainable for low-income households through various support mechanisms, including:

- Down-Payment Assistance: Providing financial aid to cover down-payment costs.
- Below-Market Interest Rate Loans: Offering mortgage loans at interest rates lower than the market average.
- Homebuyer Education: Delivering educational programs to prepare potential homeowners.

Addressing barriers such as poor credit or no credit history is essential. To bridge the affordability gap in the housing market and address credit issues, the City encourages collaboration with nonprofit organizations and local banks to provide financial and homebuyer education. Additionally, resources from the Oklahoma Housing Finance Agency (OHFA) HOME and Single Family Mortgage Revenue Bond (SFMRB) Programs, the Federal Home Loan Bank's Affordable Housing Program (AHP), and the REI down-payment, closing cost, and mortgage financing assistance programs are promoted.

Affordable Rental Housing Development

High development costs for new rental properties often result in rents that are unaffordable for low- and very low-income households. The increased costs lead to higher long-term mortgage amounts and, consequently, higher rent structures needed to service debt.

To counteract this issue, the City works closely with community development organizations to pursue additional tax credit projects aimed at fostering the development of affordable rental housing. This collaborative effort seeks to mitigate the financial barriers associated with rental property development and ensure that affordable housing remains accessible to those in need.

Actions planned to develop institutional structure

The City of Shawnee is committed to fostering a collaborative approach in achieving its vision for a vibrant and sustainable urban community. To this end, the City will continue to actively invite and engage a diverse range of stakeholders, including local and county government officials, health departments, non-profit organizations, educational institutions, community housing development organizations, and state agencies.

Public hearings and meetings will be organized to facilitate open dialogue and encourage meaningful participation from these organizations. By leveraging their expertise and insights, the City aims to enhance its planning processes and effectively address community needs, thereby advancing its

strategic goals for urban development and community well-being.

Actions planned to enhance coordination between public and private housing and social service agencies

To mitigate the high development costs associated with affordable rental property projects, both nonprofit and for-profit developers can access state and federal affordable housing grant and loan programs. This "soft" public financing enables development entities to offset or eliminate substantial development expenses and long-term debt. Consequently, these cost savings are transferred to low-income residents, resulting in lower and more affordable rental rates.

Discussion:

Insufficient funding has increasingly made it difficult to sustain and advance many initiatives.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

CDBG assistance is distributed citywide across Shawnee. However, depending on the nature of specific activities, the City may strategically allocate CDBG funds to targeted areas where at least 51% of the beneficiaries are low- to moderate-income households. Generally, CDBG activities are assessed and qualified based on their alignment with the national objective of benefiting low- and moderate-income households.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(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	0
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.	0
3. The amount of surplus funds from urban renewal settlements	0
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	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

The City of Shawnee Five Year Consolidated Plan covers 2025-2029 with this being the Second Year Action Plan.

Attachments

Citizen Participation Comments

Grantee SF-424's and Certification(s)