



**LEE'S SUMMIT**  
MISSOURI

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# **2015-2019 Consolidated Plan**

## **2015-2016 Action Plan**

## **Citizen Participation Plan**

May 2015



# Executive Summary

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

### 1. Introduction

Lee's Summit has been an Entitlement Community of the Community Development Block Grant (CDBG) program through the Department of Housing and Urban Development (HUD) since 1994. The CDBG program provides federal funding on an annual basis to support local programs to achieve 3 National Objectives: Benefit low-to-moderate income persons, address slum or blight and meet the urgency needs. Federal regulations require Entitlement Communities to conduct a community strategic planning process every 3-5 years to identify community needs, prioritize the needs and develop strategies and action plans to address those needs through the implementation of annual action plans. The Lee's Summit 2015-2019 Consolidated Plan is a resulting document of this process.

In preparation for the consolidated planning process, extensive research and consultation was conducted. Research through data gathering and analysis provided a meaningful depiction of what the community had and what challenges it had to face. Consultation resulted in a better understanding of what is available to the community and where the gaps remain.

The Consolidated Planning process is a communitywide public process where public participation is encouraged throughout the entire process. The City started the process with a community awareness campaign and provided opportunities at early stages for public engagement. The community needs were identified and prioritized and community strategies were developed by three focus groups comprised of citizens, service providers, housing agency representatives, and business leaders. Goals and objectives were established to ensure priority needs of the community will be addressed.

The Consolidated Plan serves as a master strategic plan for the 5-year planning period. Each year, an Annual Action Plan is prepared to lay out specific actions (programs and projects) to be undertaken with funding commitment. These programs and projects should serve the priority needs of the community to achieve the goals and objectives of the Consolidated Plan.

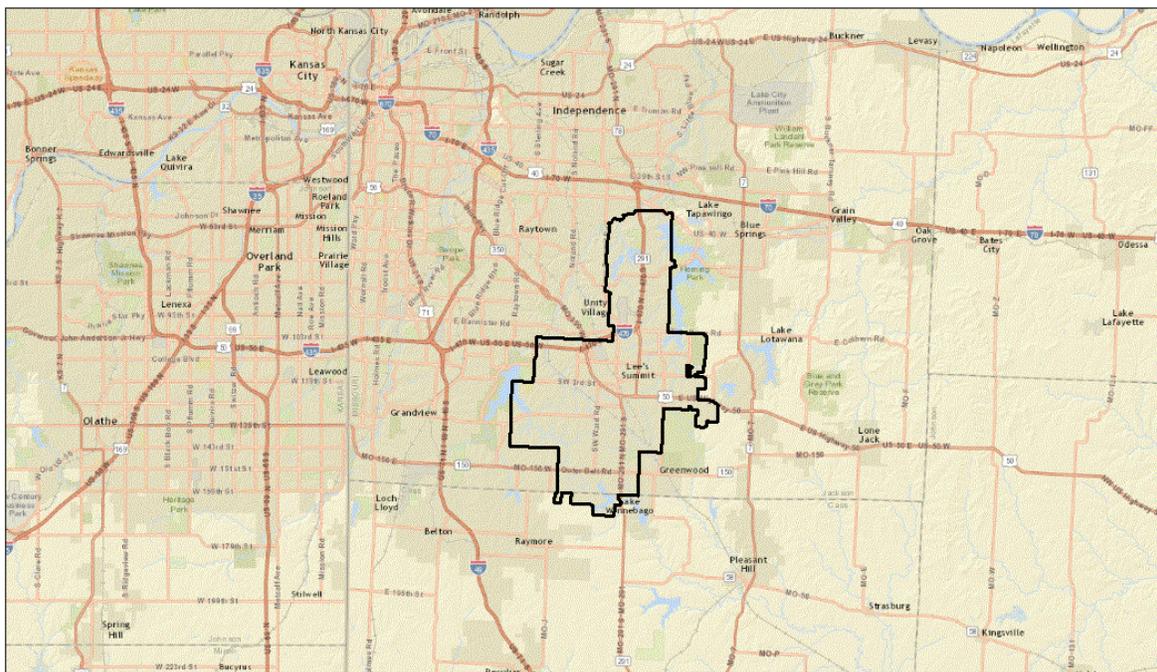
***The City Council will officially adopt the Consolidated Plan by ordinance at the end of the process.***

Summary Information for Basic Demographic and Socioeconomic Characteristics	
Total Population:	87,027
Total Households:	33,054
Homeownership Rate:	76.49

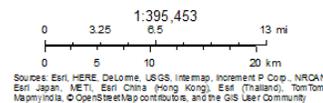
Average Household Size of Occupied Housing Units:	2.62
Average Household Size of Owner occupied Housing Units:	2.79
Average Household Size of Renter occupied Housing Units:	2.08
Median Household Income In The Past 12 Months:	73,151
Aggregate Household Income In The Past 12 Months:	2,840,122,400
Median Family Income In The Past 12 Months:	85,398
Median Nonfamily Household Income In The Past 12 Months:	39,989
2007-11 ACS	

**Table 1 - For Lee's Summit (Place) - Summary Information for Basic Demographic and Socioeconomic Characteristics**

**Lee's Summit, Missouri Location - For 2015-19 Consolidated Plan**



February 5, 2015  
Override 1



**Lee's Summit, Missouri Location - For 2015-19 Consolidated Plan**

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

Based on the identified priority needs of the community as a result of the public participation process, the following efforts will be the focus of the City's CDBG program for the next 5 years:

1. Support daycare/respite care services for seniors and individuals with special needs
2. Support services to address mental and developmental health needs as well as substance abuse

3. Support social services to meet the emergency needs of persons and families of LMI and homeless
4. Support local efforts through non-profit to increase affordable housing choices
5. Support efforts to educate landlords of rental housing on affordable housing needs and proper maintenance of rental housing facilities
6. Continue to implement the City's existing plans for public infrastructure improvements in older areas of the city
7. Promote public transportation through coordination with regional planning agencies and service providers
8. Encourage local service providers to provide and coordinate service transportation to their clients
9. Promote economic growth through support to programs benefiting small businesses and new startups
10. Support efforts for workforce training
11. Support programs and efforts for improvements to downtown commercial properties
12. Support efforts for ADA improvements in older commercial establishments

### **3. Evaluation of past performance**

The City, through years of consolidated planning and implementation of action plans of the CDBG program, has been able to understand the most critical needs of the community the entitlement program can support and work with numerous local service providers to provide programs to address those needs. The community understands that the CDBG funding is extremely limited and it must make sure funds are spent to have the most impact. The past performance also tells the community that other resources must be leveraged for most programs to work. This plan strives to recognize all critical community needs while focusing short term goals on those programs and projects that are already in place. The plan also identifies new initiatives that can potentially fill the existing gaps in an attempt to strengthen community commitment to seeking solutions.

### **4. Summary of citizen participation process and consultation process**

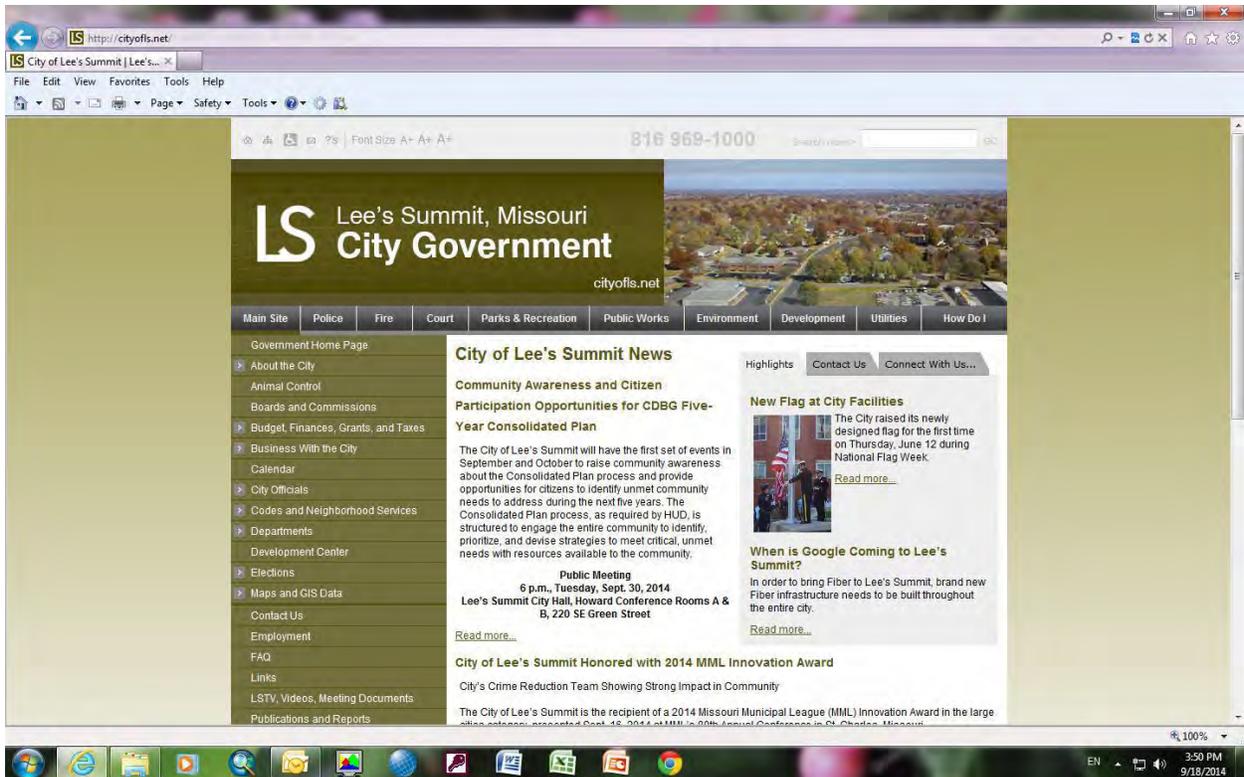
An effort was put in place to ensure citizen participation throughout the entire process of the Consolidated Plan development. The citizen participation process includes the following phases:

- Community Awareness of the Consolidated Plan Process - News releases, online social media announcements, newspaper articles, direct mailings and phone communication
- Consultation - Public surveys online and on hard copies targeting the general public as well as specific groups of stakeholders
- Public Meetings and Open Houses - Information sharing and invitation to the public for direct engagement in the process
- Focus Groups and Meetings - Discussions focusing on identifying community needs, prioritization of needs, developing strategies and identifying resources

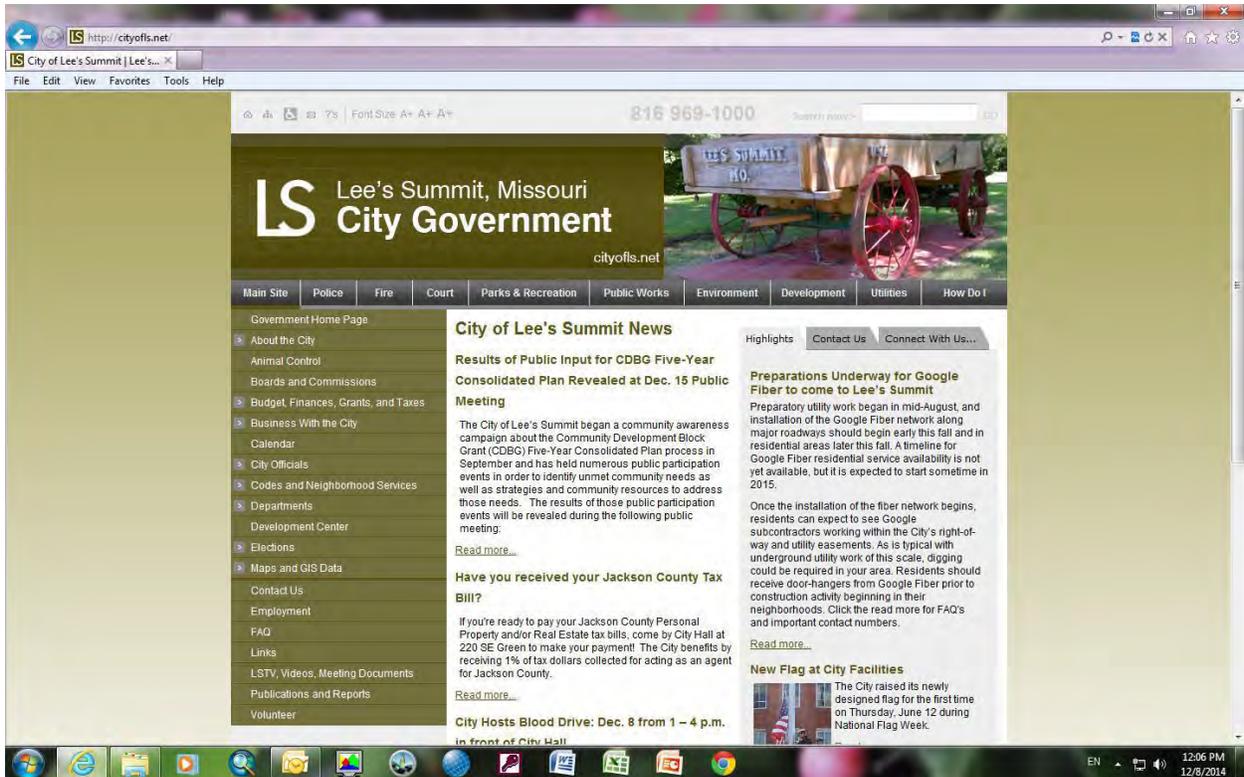
- Public Hearings - Opportunities for elected officials to hear public input on the draft plan and recommendations
- Public Review and Comment Period - 30-day public comment period for the general public to review the draft plan and provide comments



## Awareness and Participation News Release



**Participation News Release**



**Participation News Release2**

## **5. Summary of public comments**

At the beginning of the process, the public was consulted through surveys designed to obtain a glimpse of the public experience and perception as related to housing, living conditions, community services, public infrastructure, employment, economy and so forth. Key concerns coming out of these surveys include: inadequate supply of senior, transitional and LMI housing; some public facilities do not have adequate amenities for persons with disabilities; lack of accessibility and transportation to services for special needs persons.

No public comments were received during the 30-day public comment period.

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

No comments were received during the 30-day public comment period.

## **7. Summary**

The strategic planning process has been a communitywide public process. Through this process, the community recognizes the critical needs that must be addressed within the planning cycle, especially those needs of individuals and families that struggle due to lack of income, employment, abilities to support themselves and their families and services and financial assistance. These needs form the basis for local actions.

The Consolidated Plan highlights high priority needs of the community and establishes short-term goals to address these needs. The Plan will serve as a guide for actions and funding priorities of annual action plans.

## The Process

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

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

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

Agency Role	Name	Department/Agency
CDBG Administrator		Planning and Codes Administration

Table 2 – Responsible Agencies

### Narrative

#### Consolidated Plan Public Contact Information

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## **PR-10 Consultation - 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

The City of Lee's Summit Planning and Codes Administration coordinates the consultation process for the Community Development Block Grant Program 2015-2019 Consolidated Plan and the subsequent Annual Action Plans. The consultation process was programmed to include information gathering from variety of resources from the state level to the local level using a wide range of methods, analyses of information and data, community awareness campaign, public participation via open meetings, open houses, focus group discussions, public hearings, and public review and comment.

During the initial stages of the Consolidated Plan consultation process, the City performed consultation involving updating existing documents from the previous plan in addition to conferring with numerous agencies and organizations. These ranged from non-profit local groups to regional coalitions and from neighboring municipalities to departments of the State of Missouri.

Comprehensive research and public surveys were conducted regarding changes in the general status and trends of housing and services in Lee's Summit and surrounding communities. These included population, affordable housing, housing for seniors, shelters for the homeless, impediments to fair housing choices, continuum of care, homebuyer mortgage financing and building market conditions, social service needs and public facility and infrastructure needs. Focus groups were also established and charged with the tasks of identifying community needs, prioritizing the needs, identifying potential resources and developing strategies to address those needs.

Draft plans were made available for public review and comments. Public hearings were held to gather additional public input in order to finalize the plans.

### **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 of Lee's Summit has actively worked to meet community needs and coordinate the efforts of those working to serve local residents and businesses. One recent landmark effort for such coordination is the 2009 community-wide visioning and strategic planning process – Lee's Summit 360°: Charting Tomorrow. This process resulted in the identification of six key performance areas to focus on in the coming years to address community needs: Education, Economic Development, Health and Human Services, Local Government, Quality of Life and Transportation. A Strategic Planning Committee was formed to serve as a standing committee to work on programs and actions for the implementation of the strategic plan.

Following the Charting Tomorrow, Strategic Plan of, the City of Lee's Summit established the Human Services Advisory Board and gave it the responsibility to identify and assess human service needs in the

community. This role includes advising the public along with the Lee's Summit city council and other governmental and not-for-profit agencies. Groups that work with the board range from financial planners and housing providers to social services established to meet a myriad of special needs.

Additionally, the City has worked closely in consultation, strategic planning as well as in financial support through its CDBG program to community housing, mental health, and service agencies. These range from Lee's Summit Housing Authority, Hillcrest Transitional Housing of Eastern Jackson County, Hope House, Truman Heritage Habitat for Humanity, to Lee's Summit Social Services, ReDiscover, Developing Potential, Inc., Coldwater of Lee's Summit, and Community Mediation Center. Furthermore, governmental and non-governmental agencies facilitating business growth, economic development and community development has also been a key part of the overall community coordination effort.

**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**

Although Lee's Summit does not currently have an independent agency tasked with assessing the homeless population in and around the city, it has been working toward better coordination with the Homeless Services Coalition of Greater Kansas City (HSCGKC), the designated regional Continuum of Care (CoC) serving Jackson County, Kansas City, Missouri, Independence and Lee's Summit area.

According to the HSCGKC Point in Time 2014 Survey, 1,931 individuals in the Kansas City metropolitan area were identified as homeless, which includes sheltered and unsheltered individuals and represents an aggregated total of the counted individuals within the CoC's area. This includes Jackson County, Missouri, with the preponderance of services and counted individuals in Kansas City and Independence. This represents a reduction in the number of homeless individuals.

In evaluating the role of Lee's Summit in addressing homelessness, HSCGKC and their embrace of the Housing First approach were considered as a means of assessment. Effective attainment of this approach can be measured by the implementation of policy and provision of funding that ultimately leads to the creation of permanent and sustainable housing for all homeless individuals. Within Lee's Summit there are many services in the community that are supported by the City in their efforts to actively prevent and reduce homelessness.

The following efforts through CDBG program help in the initial housing and home ownership of low to moderate income families and to make home repairs for low and moderate income families:

- *The First-Time Homebuyers Program*
- *Minor Home Repair Program*

Other contributors to the prevention of homelessness include:

- *Hope House: An emergency shelter in Lee's Summit that serves victims of domestic violence, including children.*
- *ReDiscover Mental Health: Provides mental health services to individuals as well as families in different settings.*
- *Hillcrest Transitional Housing: Works to house homeless individuals, families, and youths in an environment that encourages working and the development of life skills.*
- *Lee's Summit Social Services: Provides emergency assistance to low to moderate income individuals and families.*
- *Lee's Summit Housing Authority: Local public housing agency.*

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

Lee's Summit does not receive ESG funds.

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

**Table 3 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	HOPE HOUSE, INC.
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency was invited to public meetings and focus group meetings. Its participation resulted in the identification of its needs for support to its programs and facility improvements as well as emergency repairs for its services to victims of domestic violence and how the grantee's CDBG program can help to address those needs.
2	<b>Agency/Group/Organization</b>	LEE'S SUMMIT SOCIAL SERVICES
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Food, clothing, school supplies, utility assistance, etc.
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency was invited to public meetings and focus group meetings. Its participation resulted in the identification of its needs for support to its operation to ensure continued services to people and families in need of basic social services and how the grantee's CDBG program can help to address those needs.
3	<b>Agency/Group/Organization</b>	REDISCOVER MENTAL HEALTH
	<b>Agency/Group/Organization Type</b>	Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency was contracted for information needed for the CON Plan and Action Plan.
4	<b>Agency/Group/Organization</b>	Truman Heritage Habitat for Humanity
	<b>Agency/Group/Organization Type</b>	Housing

	<b>What section of the Plan was addressed by Consultation?</b>	Sustaining affordable housing
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency was invited to public meetings and focus group meetings. Its participation resulted in the identification of community needs for home improvements for LMI households and the agency's program to help to meet those needs.
5	<b>Agency/Group/Organization</b>	Coldwater of Lee's Summit
	<b>Agency/Group/Organization Type</b>	Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency was invited to public meetings and focus group meetings. Its participation resulted in the identification of special needs for chronically hungry school children.
6	<b>Agency/Group/Organization</b>	DEVELOPING POTENTIAL INC.
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency was invited to public meetings and focus group meetings. Its participation resulted in identification of community needs for person with developmental disabilities.

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

N/A.

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

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	Homeless Services Coalition of Greater Kansas City	The Strategic Plan supports the overall goals of the plan of CoC.

**Table 4 – Other local / regional / federal planning efforts**

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

The City of Lee's Summit consulted with the City of Independence and City of Blue Springs during the Consolidated Planning process to share information, plan development strategies, the process and local needs. The planning staff from all three eastern Jackson County cities also meet regularly to share information and discuss strategies related to common issues and interests.

**Narrative (optional):**

## **PR-15 Citizen Participation**

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

The City of Lee's Summit utilized a public consultation process to ensure that all available resources and channels of communication were identified to broaden community participation through the Consolidated Plan development process. Generally, the process includes the following activities:

- Public awareness and outreach campaign
- Public participation community-wide invitations
- Public meetings
- Public open houses
- Public surveys and targeted surveys
- Dissemination of information to the public
- Public focus groups and meetings
- Public hearings
- Public review and comments

To ensure better coverage and representation across all spectrum of the population, the City made an effort to utilize as many possible outreach media as financially feasible to reach out to the public. They include government news release, news on popular internet social media outlets such as Facebook and Twitter, government TV, government website, community publication, newspaper advertisements and articles, direct emails and mails, online and paper surveys and help from local service agencies.

Private citizens and local not-for-profit housing and public service agency representatives signed up and participated focus group discussions to help identify community needs, prioritize them, identify resources and devise short-term and long-term strategies to address the priority needs. The resulting recommendations laid a solid foundation for the setting the goals. Additionally, information collected from the public through surveys also played an important role in recognizing the community needs and establishing community goals. Public meetings and public hearings provided added opportunities for the public to contribute to the discussion of community needs and focus.

**Citizen Participation Outreach**

<b>Sort Order</b>	<b>Mode of Outreach</b>	<b>Target of Outreach</b>	<b>Summary of response/attendance</b>	<b>Summary of comments received</b>	<b>Summary of comments not accepted and reasons</b>	<b>URL (if applicable)</b>
1	Internet Outreach	Non-targeted/broad community	Public awareness/information campaign only.	No comments received. Public information only.	Public information only.	
2	Public Meeting	Non-targeted/broad community	Attended by local citizens, local service agency representatives and community leaders	Information only.	N/A	
3	Public Open Houses	Non-targeted/broad community	Not a good turnout.	No comments received.	N/A	
4	Public Open Houses	Non-targeted/broad community	N/A	Information only	N/A	

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)
5	Public Open Houses	Non-targeted/broad community  Residential Developers and Mortgage Lenders	Over 100 survey responses received	Positive overall responding to questions regarding availability of housing, services, affordability, convenience, etc. Identified needs for improvements on affordable housing, services to persons with special needs and economic development through support to small businesses. Improvements to infrastructure in older parts of the City were also identified.	N/A	

**Table 5 – Citizen Participation Outreach**

# Needs Assessment

## NA-05 Overview

### Needs Assessment Overview

The Needs Assessment is a process for the community and stakeholders to identify housing needs, homeless needs, non-housing special needs, public services and community development needs. Housing needs are determined by numerous factors such as the availability, affordability, and conditions of housing, as well as the challenges associated with housing occupancy or overcrowding. Homeless housing needs are essentially assessed at regional levels in non-central city environment, as discussed elsewhere in this report regarding the regional CoC. Non-housing needs largely focused on public services for low-to-moderate income (LMI) persons and persons with special needs, public facility and infrastructure improvement needs to provide better services to LMI persons and areas, and economic development and small business needs. Community needs for this plan, especially high priority needs, were determined by consideration of services available to serve those needs and the presence of critical gaps that must be addressed to avoid serious consequences.

To effectively identify and prioritize needs, several steps were taken. First, data and information was collected through the consultation process to establish an informed foundation. Critical among the utilized information was the recently completed 2014 Lee's Summit Housing Affordability Analysis. This study helped in understanding not only Lee's Summit housing, but income concentrations and relevant demographics in the City. Coupled with consultation-derived data from Lee's Summit, the Kansas City metropolitan area, Jackson County, the State of Missouri, and national sources, a portrait of the City was created upon which to accurately appraise community needs.

The second step in needs assessment involved City staff and participants from the public and local agencies. Efforts were also made to involve members of the community, providers of services, and other relevant stakeholders. Initially, input was received through telephone or email contact along with a series of surveys for local residents, area homebuilders and mortgage lenders. This was followed by public meetings and open houses that led to interested individuals and agencies joining focus groups to clearly define needs within the aforementioned categories. The work of focus groups resulted in the identification of more than 20 needs, of which 13 were designated high priority. This step also involved the creation of strategies for addressing these needs, along with the needed resources and agencies to implement them.

The final step involved reviews from the public as well as the elected officials to confirm the identified high priority needs and community strategies. A 30-day public review and comment period was provided for public input and a series of public hearings hosted by the City Council's Community and Economic Development Committee (CEDC) provided additional opportunities for the public and elected officials to ensure that critical needs were included in the plan.

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

### Summary of Housing Needs

In a business world, it is important to understand the supply and demand. The same holds true for housing. While housing needs can be examined in a wide range of categories, it is essentially a function of supply and demand. The supply includes existing housing stock in a community and the new construction as an addition to the community's housing stock. Furthermore, other aspects of the supply can be equally important, such as the condition, size, location, style, distance to services, and price. The demand can be seen as the desire or need for housing of a certain type, size, location, and price, to name a few. So assessing the balance of supply and demand for housing for a given community is not simply a matter of comparing the two in terms of total numbers. It is more of a match for a housing type of certain characteristics.

On the broadest level, assessment of housing needs should include analysis of housing costs and household income levels, the balance of owner-occupied housing and renter-occupied housing, analysis of diversity of housing and local demographics, etc.

When considering only housing costs and household income levels, a total 25.5% of the 33,222 households in Lee's Summit are low to moderate income; 6.3% of all households have incomes between 0 and 30% of the HUD Adjusted Median Family Income (HAMFI); 6.9% of all households have incomes between 30% and 50% HAMFI; and 12.4% of all households have incomes between 50% and 80% HAMFI. Approximately 13% of all households in the City spend more than 50 percent of their gross income on rent/mortgage and utilities, which is considered a burden. Housing cost burden is particularly serious for the extremely low income segment of the households (households earning between 0% and 30% HAMFI) because approximately 69% of these households spend more than 50% of their gross income on housing.

With such significant numbers, the data below suggests that there is a need for more affordable housing in Lee's Summit. With a high percentage of households in the City below 100% HAMFI, there is likely a significant demand for increased offerings of public and other supportive housing programs, in addition to more affordable housing in general. Although programs and agencies exist in the community to serve some of these needs, ranging from the City's minor home repair program to the Lee's Summit Housing Authority, there is a need for more.

Demographics	Base Year: 2000	Most Recent Year: 2011	% Change
Population	70,700	88,929	26%
Households	26,546	33,222	25%
Median Income	\$60,905.00	\$75,534.00	24%

**Table 6 - Housing Needs Assessment Demographics**

**Data Source:** 2000 Census (Base Year), 2007-2011 ACS (Most Recent Year)

**Number of Households Table**

	<b>0-30% HAMFI</b>	<b>&gt;30-50% HAMFI</b>	<b>&gt;50-80% HAMFI</b>	<b>&gt;80-100% HAMFI</b>	<b>&gt;100% HAMFI</b>
Total Households *	2,080	2,280	4,120	3,315	21,425
Small Family Households *	830	725	1,325	1,390	12,635
Large Family Households *	180	55	305	285	2,295
Household contains at least one person 62-74 years of age	230	325	805	495	3,135
Household contains at least one person age 75 or older	365	755	850	340	1,060
Households with one or more children 6 years old or younger *	540	460	590	495	3,925
* the highest income category for these family types is >80% HAMFI					

**Table 7 - Total Households Table**

**Data Source:** 2007-2011 CHAS

## Housing Needs Summary Tables

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

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>										
Substandard Housing - Lacking complete plumbing or kitchen facilities	20	60	75	30	185	0	10	30	0	40
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	30	0	10	0	40	0	0	0	0	0
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	50	0	55	45	150	0	0	10	0	10
Housing cost burden greater than 50% of income (and none of the above problems)	830	625	100	15	1,570	415	365	525	110	1,415
Housing cost burden greater than 30% of income (and none of the above problems)	145	490	585	225	1,445	105	305	1,105	745	2,260

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Zero/negative Income (and none of the above problems)	120	0	0	0	120	65	0	0	0	65

**Table 8 – Housing Problems Table**

Data 2007-2011 CHAS  
Source:

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

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>										
Having 1 or more of four housing problems	930	685	240	90	1,945	415	375	565	110	1,465
Having none of four housing problems	420	680	1,315	1,035	3,450	130	535	2,000	2,080	4,745
Household has negative income, but none of the other housing problems	120	0	0	0	120	65	0	0	0	65

**Table 9 – Housing Problems 2**

Data 2007-2011 CHAS  
Source:

3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>								
Small Related	420	425	230	1,075	170	280	665	1,115
Large Related	105	15	80	200	40	40	195	275
Elderly	205	405	365	975	215	299	395	909
Other	335	330	95	760	95	55	400	550

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Total need by income	1,065	1,175	770	3,010	520	674	1,655	2,849

**Table 10 – Cost Burden > 30%**

Data 2007-2011 CHAS  
Source:

#### 4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>								
Small Related	370	240	0	610	130	155	140	425
Large Related	105	0	0	105	40	30	80	150
Elderly	190	265	125	580	150	134	145	429
Other	255	165	40	460	95	45	185	325
Total need by income	920	670	165	1,755	415	364	550	1,329

**Table 11 – Cost Burden > 50%**

Data 2007-2011 CHAS  
Source:

#### 5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>										
Single family households	80	0	65	45	190	0	0	0	0	0
Multiple, unrelated family households	0	0	0	0	0	0	0	10	0	10
Other, non-family households	0	0	0	0	0	0	0	0	0	0
Total need by income	80	0	65	45	190	0	0	10	0	10

**Table 12 – Crowding Information – 1/2**

Data 2007-2011 CHAS  
Source:

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

**Table 13 – Crowding Information – 2/2**

Data Source  
Comments:

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

Although they vary considerably, the most common types of single person households in need of assistance are those with seniors age 65 and up. While small related households represent a larger portion of housing cost-burdened households, those categorized as elderly with housing cost burdens of 50% or greater are disproportionately affected, numbering over 1,300. This group, largely due to a proportionally greater dependence on social security and other federal programs, is subject to considerable hardship in the event of unexpected costs, whether medical, transportation, or housing.

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

While a lack of local data makes it difficult to assess, based on the number of people housed and on the wait list of Hope House, the community domestic violence shelter, there are as few as 100 individuals, and as many as 2,500 that are in need of housing assistance for victims of domestic violence, dating violence, sexual assault, or stalking. These numbers are based on information provided by Hope House and may include individuals from outside of the Lee’s Summit area.

For those individuals in Lee’s Summit that are classified as disabled, there is also little data. The Lee’s Summit Housing Authority does note on its waiting lists the existence of families with disabilities, which represent 19.5% and 28.0% for public housing, and Section 8 vouchers respectively.

**What are the most common housing problems?**

Records suggest that existing older homes in Lee’s Summit are generally in the affordable range for the majority of LMI households, yet newly constructed housing is generally beyond the reach of these households. The most common housing problem is the burden of housing cost greater than 50% of income. This affects almost 3,000 renter and owner households in Lee’s Summit of all income groups. Although there exist households in Lee’s Summit that are encumbered by overcrowding, or substandard facilities, the proportion that are spending greater than half of the area median family income is far greater. Based on the HUD data, approximately 200 households are overcrowded, and 225 households live in substandard physical conditions. In 2010, according to the Jackson County Tax Records, about 6,000 housing units, or 18.1% of all the City’s housing stock, had been built prior to 1978 and were

predominantly located in the central-city. Analysis shows that the concentration of older house stock coincides with a concentration of low to moderate income families. Additionally, housing units built before 1978 are more likely to contain lead-based paint hazard, and are more likely in need of repairs. Yet, these houses are occupied by families least likely to have the financial means to make needed repairs.

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

Based on data from HUD, the Census, and the Lee’s Summit Housing Authority (LSHA), there are several groups that are disproportionately affected by housing problems. These include:

- Households that earn 0-30% of the average median income and spend 50% of this on housing.
- Extremely low-, low-, and moderately-low, Black Non-Hispanic renters and owners in family households.
- Extremely low-, low-, and moderately-low, Hispanic renters and owners in family households.

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

Lee’s Summit is currently served by the regional Continuum of Care to address homeless needs and local agencies that provide services to individuals and families at risk of becoming homeless participate in the coalition. The City does not have specific local data.

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

Lee’s Summit does not do estimates of at-risk population. However, the City’s CDBG program has supported agencies that work to prevent homelessness. Most prominently, the ReDiscover Case Management Program is based on supporting at-risk elementary children from kindergarten through 6th grade at one local school in a LMI area. The CDBG program has also supported other local agencies to address homelessness.

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

In Lee’s Summit, the most readily identified housing characteristics linked with instability and the risk of homelessness are households with annual incomes below 30% HAMFI, and housing cost burdens

exceeding 50% of income. For those households in the Lee's Summit area that make 0-30% HAMFI and experience one of the HUD-recognized major problems, including incomplete facilities, overcrowding, and housing cost burdens, more than 2/3 identify housing cost burdens that exceed 50% income as the only household problem. As such, it is particularly important to consider housing affordability as the biggest potential challenge to keeping individuals and families from entering homelessness.

## **Discussion**

As outlined in the preceding analysis of housing characteristics and needs, the City of Lee's Summit has several priority housing needs. These relate to the affordability and availability of housing, and the importance of raising awareness among landlords of rental properties about the existence of households at risk of homelessness. Any steps that community agencies and the City can take to reduce the challenges faced by these households, from home repair assistance to rental assistance, can consequently reduce the possibility of homelessness.

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

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

### Introduction

Generally, when compared to the race or ethnic group’s proportion of the city population as a whole, the incidence of poverty is not higher among minority families in Lee’s Summit than it is among White families. In the jurisdiction as a whole, 5.0% of White families are classified as extremely low income, while only 0.6% of Black families, 0.1% of Hispanic families, and significantly less of Asian, Native Hawaiian and Other Pacific Islander, and American Indian and Alaska Native families are extremely low income. As a share within a single racial or ethnic group however, there is a significantly higher frequency of poverty among minority groups, as outlined below in the discussion section. As mentioned, when the incidence of housing problems by each income category is analyzed, it appears that income level rather than race or ethnicity is the primary factor affecting the incidence of housing problems.

### 0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,555	245	130
White	1,335	230	95
Black / African American	170	0	35
Asian	10	0	0
American Indian, Alaska Native	4	4	0
Pacific Islander	0	0	0
Hispanic	35	0	0

**Table 14 - Disproportionally Greater Need 0 - 30% AMI**

Data Source: 2007-2011 CHAS

\*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

**30%-50% of Area Median Income**

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,915	410	0
White	1,540	390	0
Black / African American	285	0	0
Asian	0	15	0
American Indian, Alaska Native	15	0	0
Pacific Islander	15	0	0
Hispanic	65	0	0

**Table 15 - Disproportionally Greater Need 30 - 50% AMI**

Data Source: 2007-2011 CHAS

\*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

**50%-80% of Area Median Income**

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,010	1,940	0
White	1,785	1,880	0
Black / African American	130	20	0
Asian	25	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	50	25	0

**Table 16 - Disproportionally Greater Need 50 - 80% AMI**

Data Source: 2007-2011 CHAS

\*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

## 80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	905	2,095	0
White	765	1,925	0
Black / African American	70	65	0
Asian	45	60	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	25	35	0

**Table 17 - Disproportionally Greater Need 80 - 100% AMI**

Data Source: 2007-2011 CHAS

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

## Discussion

According to HUD's definition, a "disproportionately greater need" exists when the percentage of households in a category of need who are members of a particular racial or ethnic group is at least 10 percentage points higher than the percentage of households in the category as a whole. Considering this, and cumulative total from the data tables above, there are 6,385 of the 33,220 households (or 19.2% of all households) in Lee's Summit with one or more of the four housing problems. Of that total, 1,555 have an extremely low income (0%-30% HAMFI), 1,915 are low income households (earning between 30%-50% HAMFI per year), and 2,010 are moderate income households (earning between 50%-80% HAMFI). 905 households having one of the four housing problems earn above 80% HAMFI. Whites have the highest number of households with housing problems, followed by Black/African American and Hispanic households.

In the 0%-30% HAMFI income category, overall 80.6% of all households are impacted compared to Whites at 80.4%, Black/African Americans at 82.9%, Asians at 100.0%, American Indians/Alaska Natives at 50.0%, Pacific Islanders at 0.0%, and Hispanics at 100.0%. Black/African American households along with Asian and Hispanics are disproportionately affected in this income segment, although in absolute numbers, they make up only a 0.6% of the households in Lee's Summit.

In the 30%-50% HAMFI income category, overall 82.4% of the households are impacted compared to 80.0% of Whites, 100.0% of Black/African Americans, 0.0% of Asians, 100.0% of American Indians/Alaska Natives, 100.0% of Pacific Islanders, and 100.0% of Hispanics. In this income segment, Black/African Americans, American Indians/Alaska Natives, Pacific Islanders, and Hispanics are disproportionately

affected. Again, these groups, while disproportionately affected, only represent a small portion of the total number of households in Lee's Summit, at 1.1%, while White households alone represent 4.6% of the City's households with one or more of the four housing problems.

In the 50%-80% HAMFI income category, overall 50.8% of all households are impacted compared to 48.7% of Whites, 86.7% of Black/African Americans, 100.0% of Asians, 0.0% of American Indians/Alaska Natives; 0.0% of Pacific Islanders; and 66.7% of Hispanics. In this income segment, Asians are disproportionately affected. Asian households in this income segment represent 0.07% of the City's total.

Of the households earning above 80% HAMFI, overall 30.2% are impacted. Among the racial and ethnic breakdowns, 28.4% of Whites, 51.6% of Black/African Americans, 42.9% of Asians, 0.0% of American Indians/Alaska Natives, 0.0% of Pacific Islanders, and 41.7% of Hispanics are burdened by one or more of the housing problems. In this income segment, no race is disproportionately affected, although the Black/African American households come nearest without exceeding the requisite 10 percentage points higher than the percentage of households in the category as a whole.

## NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

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

### Introduction

As with assessing housing problems, disproportionately greater need resulting from severe housing problems exist when the percentage of households in a category of need, who belong to a particular racial or ethnic group, is at least 10 percentage points higher than the percentage of households in the category as a whole. Per the HUD definition, severe housing problems exist when there is the incidence of at least one of the following housing problems:

- Lack of complete kitchen facilities,
- Lack of complete plumbing; overcrowded households (more than 1.5 persons per room, not including bathrooms, porches, foyers, halls, or half-rooms),
- Cost burden greater than 50% of a household's income.

### 0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,280	520	130
White	1,095	470	95
Black / African American	130	40	35
Asian	10	0	0
American Indian, Alaska Native	4	4	0
Pacific Islander	0	0	0
Hispanic	35	0	0

**Table 18 – Severe Housing Problems 0 - 30% AMI**

Data Source: 2007-2011 CHAS

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

**30%-50% of Area Median Income**

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Jurisdiction as a whole	965	1,360	0
White	790	1,130	0
Black / African American	89	195	0
Asian	0	15	0
American Indian, Alaska Native	0	15	0
Pacific Islander	15	0	0
Hispanic	65	0	0

**Table 19 – Severe Housing Problems 30 - 50% AMI**

Data Source: 2007-2011 CHAS

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

**50%-80% of Area Median Income**

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Jurisdiction as a whole	555	3,395	0
White	470	3,190	0
Black / African American	70	75	0
Asian	4	20	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	0	70	0

**Table 20 – Severe Housing Problems 50 - 80% AMI**

Data Source: 2007-2011 CHAS

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

## 80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	95	2,910	0
White	95	2,590	0
Black / African American	0	130	0
Asian	0	105	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	0	60	0

**Table 21 – Severe Housing Problems 80 - 100% AMI**

Data Source: 2007-2011 CHAS

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

## Discussion

There is a marked correlation between income level and the extent of housing problems experienced by Lee's Summit households. Based on the data above provided by HUD, there are 2,895 households, or 8.7% of all households in Lee's Summit, identified with severe housing problems. Of that total, 1,280 have an extremely low household income (0%-30% HAMFI), 965 are low income households (earning between 30%-50% HAMFI per year), and 555 are moderate income households (earning between 50%-80% HAMFI). 95 households experiencing severe housing problems earn above 80% HAMFI.

Whites make up the overwhelming majority by quantity of the households with severe housing problems at 69.3%, followed by Black/African Americans and Hispanics, which is consistent with the racial and ethnic makeup of the Lee's Summit. In the 0%-30% HAMFI income category, overall 71.1% of all households experience severe housing problems compared to Whites at 70.0%, Black/African Americans at 76.5%, Asians at 100.0%, American Indians/Alaska Natives at 50.0%; Pacific Islanders at 0.0%; and Hispanics at 100.0%. Asians and Hispanics are disproportionately affected in this income segment, but again, as with the aforementioned housing problems, in absolute numbers, they make up only a very small fraction of the households (0.01% of Lee's Summit households).

In the 30%-50% HAMFI income category, overall 41.5% of the households experience severe house problems. Among these households 41.1% of White households are affected along with 31.3% of Black/African Americans, 0.0% of Asians; 0.0% of American Indians/Alaska Natives; 100.0% of Pacific

Islanders; and 100.0% of Hispanics. In this income segment, American Indians/Alaska Natives and Hispanics are disproportionately affected. The households of these two groups represent 3.4% of those in this income category, and 0.2% of the households in the City.

In the 50%-80% HAMFI income category, overall 14.0% of all households experience severe house problems compared to 12.8% of Whites, 48.3% of Black/African Americans, 16.7% of Asians, 0.0% of American Indians/Alaska Natives, 0.0% of Pacific Islanders, and 0.0% of Hispanics. In this income segment, Black/African Americans are disproportionately affected with 70 of the 75 households in the income category suffering from severe housing problems.

Of the households earning above 80% HAMFI, overall 3.2% experience severe house problems. Those households that are burdened by severe housing problems represent 3.5% of Whites, 0.0% of Black/African Americans 0.0% of Asians, 0.0% of American Indians/Alaska Natives, and 0.00% of Pacific Islanders. As such, considering the above definition, no one ethnic or racial group in this category has disproportionately greater need.

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

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

### Introduction:

Among the households in Lee’s Summit, numerous are considered subject to a housing cost burden. This is defined as any household that pays more than 30% of its annual income on housing related expenses, thereby making it more challenging to also pay for clothing, nutrition, transportation, medical and other needs. Along with this, it is important to understand that disproportionately greater need exists, by HUD definition, when the percentage of households in a category of need who are members of a particular racial or ethnic group is at least 10 percentage points higher than the percentage of households in the category as a whole. The tables below display household data related to housing cost burden.

### Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	21,175	5,160	2,869	130
White	19,525	4,315	2,455	95
Black / African American	860	570	275	35
Asian	290	130	15	0
American Indian, Alaska Native	34	30	4	0
Pacific Islander	15	0	15	0
Hispanic	230	100	100	0

**Table 22 – Greater Need: Housing Cost Burdens AMI**

Data Source: 2007-2011 CHAS

### Discussion:

In Lee’s Summit, almost three-quarters of all households (72.2%) spend 30% or less of their income on housing costs. With the exception of American Indians, with 49.3%, at least 50% of every racial or ethnic group spends 30% or less of income on housing. White households enjoy the largest proportion of those spending 30% or less on housing, with 74.0%.

Overall, 17.6% of households in Lee’s Summit spend 30-50% of income on housing costs. American Indians/Alaska Natives are disproportionately affected, as 43.5% are classifiable as enduring a housing cost burden, followed by 32.8% of Blacks/African Americans. As with discussion regarding housing problems and severe housing problems, both of racial or ethnic groups in this housing cost burden category, although disproportionately affected, represent 2.4% of the Lee’s Summit households.

Lastly, 9.86% of all households in Lee's Summit spend more than 50% of their income on housing. Pacific Islanders are disproportionately affected in this category, with 50.0% of the 30 households spending over half of their income on housing. White households with a greater than 50% housing cost burden, while representing only 1.0% of White households in the category, number 2,455, which is more than the total of all other racial and ethnic classification in this category combined.

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

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

For those households in Lee's Summit that have 80% or greater of the area median income, there is not one group that is disproportionately affected by housing problems or severe housing problems. On the other hand, among those households that make 80% or less of the area median income there are several groups with apparent greater needs. Black, Hispanic, Asian and Pacific Islander households are all disproportionately represented among those with housing that has one of the four delineated household problems.

In the most burdened of income categories, those households that spend more than 50% of income on housing, Pacific Islander households alone are disproportionately affected. That being said, there is no one race or ethnicity that is consistently impacted in all income segments, whether less than 30%, 30-50%, or greater than 50% area median income.

Overall, 19.2% of all households in Lee's Summit endure housing problems, 8.7% experience severe housing problems, and 24.2% are challenged by housing cost burdens, with Hispanics being the group most frequently observed from category to category.

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

There are no local data to indicate that the most affected racial and ethnic groups identified above have greater needs in other non-housing related categories.

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

Although low-to-moderate-income and minority households are certainly not synonymous, the aforementioned data suggests that there is some correlation. That being said, there is a trend of lower income, but not necessarily minority households locating in areas of Lee's Summit that have older and generally cheaper housing stock. This housing is largely found in the central city area, as identified by the 2014 Housing Affordability Analysis prepared by the planning department of Lee's Summit. Generally the housing of this nature is distributed within the area north of US Highway 50m west of Missouri Highway 291, and south of Chipman Road.

## **NA-35 Public Housing – 91.205(b)**

### **Introduction**

The Lee's Summit Housing Authority (LSHA), the only local public housing agency, has two developments; Duncan Estates and Lee Haven Apartments, with a combined total of 116 dwelling units. The LSHA through its 5-Year Plan (10/01/2010 through 09/30/2015) has implemented several capital improvements to the property and dwelling units. During this period all the dwelling units at Duncan Estates have undergone a complete re-roofing program. LSHA completed rehabilitation of dwelling units at Lee Haven that included a complete kitchen makeover; new cabinets, countertops, sink and associated plumbing and water saving faucet. The LSHA completed replacing all 116 residential storage water heaters with energy efficient models by 2014. Currently, LSHA is replacing HVAC units at its Duncan Estates property.

The LSHA has identified several long range capital needs as a result of its planning. It is in process with the development of its next 5-Year Plan document that will cover the period of 10/01/2015 through 09/30/2020. HUD provides Capital Funds annually to Public Housing Agencies (PHAs) for the development, financing, and modernization of public housing developments and for management improvements. The LSHA's backlog of capital needs continues to grow and it severely hampers the use of the few redevelopment tools available such as the Rental Assistance Demonstration program (RAD) and Demolition/Disposition.

The LSHA maintains a waiting list for its 116 subsidized low-income public housing units. It has adopted a "local" preference for the waiting list. The preference is for persons who are at least 62 years of age or older or handicapped/disabled; called an "Elderly" preference. Persons with this preference are placed ahead in the waiting list over those applicants without a preference.

The LSHA also administrates a Section 8 Housing Choice Voucher Program for residents of Lee's Summit and Greater Jackson County. Our Section 8 Housing Choice Voucher Program currently stands at a base-line of 649 vouchers. The LSHA implemented several significant changes in the HCV program, as a result of funding constraints. These allowable discretionary changes were implemented in an effort to continue to support families currently leased in place. The LSHA manages the HCV waiting list based on availability of funding, voucher turn-over and estimated wait-time; through opening and closing the list to new applicants.

## Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	0	115	600	0	600	0	0	0

**Table 23 - Public Housing by Program Type**

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

Data Source: PIC (PIH Information Center)

## Characteristics of Residents

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	
Average Annual Income	0	0	18,651	10,872	0	10,872	0	0	
Average length of stay	0	0	6	4	0	4	0	0	
Average Household size	0	0	1	2	0	2	0	0	
# Homeless at admission	0	0	0	0	0	0	0	0	
# of Elderly Program Participants (>62)	0	0	102	69	0	69	0	0	
# of Disabled Families	0	0	12	123	0	123	0	0	

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher	
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program
# of Families requesting accessibility features	0	0	115	600	0	600	0	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

**Table 24 – Characteristics of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)

### Race of Residents

Race	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	0	110	270	0	270	0	0	0
Black/African American	0	0	4	327	0	327	0	0	0
Asian	0	0	0	0	0	0	0	0	0
American Indian/Alaska Native	0	0	1	2	0	2	0	0	0
Pacific Islander	0	0	0	1	0	1	0	0	0
Other	0	0	0	0	0	0	0	0	0

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

**Table 25 – Race of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)

**Ethnicity of Residents**

Ethnicity	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	0	3	0	3	0	0	0
Not Hispanic	0	0	115	597	0	597	0	0	0

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

**Table 26 – Ethnicity of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)

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

Based on the LSHA, of the total applicants combined for the Public Housing Program and Section 8 Housing Choice Voucher Program; there are fewer than an estimated total of 5% of all applicants that have indicated a definite need for 504 Accessibility. There are currently two low income public housing residents who are being accommodated with accessible units.

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

Public Housing Waiting List: 868 total applicants; of that total, 347 have a preference in the waiting list thus defined; “persons who are 62 years of age or older or handicapped/disabled persons” There are 535 applicants classified as “family”. Of the total 868 applicants, 155 are handicapped/disabled; all are low to moderate income households.

Section 8 Housing Choice Voucher Program: 1239 applicants total, of that total 43 are elderly, 14 are handicapped/disabled and 1183 are family; all are extremely low-income

Affordable and accessible housing are the most immediate needs of the families on LSHA waiting lists. The Lee’s Summit Housing Authority has 116 units of low-income Public Housing and a waiting list of 868 applicants. Our Section 8 Housing Choice Voucher Program has a base-line of 649 families that we can serve and our waiting list has 1239 applicants with unmet housing needs. Given this information, it is assumed based on these numbers that there is a lack of affordable and accessible housing available. The most immediate needs for those on LSHA waiting lists is safe, decent, affordable and accessible housing for low income households.

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

These numbers do not reflect data that may be available in the Census data or other sources; which may identify larger numbers of elderly, disabled, handicapped, families and individuals with unmet housing needs in the greater jurisdiction.

### **Discussion**

## NA-40 Homeless Needs Assessment – 91.205(c)

### Introduction:

As with many regionally-aggregated statistics, those for the Homeless Services Coalition of Greater Kansas City (HSCGKC) make it challenging to ascertain the number of homeless families and individuals in Lee’s Summit and evaluate their needs. That being said, it is nonetheless critical to review the figures provided by HSCGKC and its associated Homeless Management Information System in trying to assess the number and needs of the homeless population in Lee’s Summit.

Comparing the 2014 and 2013 point-in-time (PIT) counts for the HSCGKC Continuum of Care area reveals that there has been an overall decrease of 20.7% in the homeless population, including a dramatic 71.6% reduction in the number of unsheltered homeless individuals. Also, among the number of homeless veterans in the CoC area there was a reduction of 21.3%. Perhaps most importantly, HSCGKC and their ‘housing first’ prerogative have resulted in 13% increase from 2013 in the number of people housed in permanent housing.

Despite much of the data regarding homeless individuals suggesting a decline in the overall numbers, some figures appear to be on the rise. Homeless data for the Lee’s Summit School District R-VII show that 111 students self-identified as homeless in 2014, an increase of 73.4% over 2009. As with HSCGKC CoC data, however, it is important to consider that the Lee’s Summit School District also serves large areas beyond the Lee’s Summit municipal boundaries, and, as such, some of these students may be residents of other areas. Regardless, it is important to consider this disconcerting trend as a foundation for community and regional housing needs.

<b>Population experiencing homelessness on a given night</b>	<b>Sheltered</b>	<b>Unsheltered</b>
Persons in Households with Adult(s) and Child(ren)	812	358
Persons in Households with Only Children	39	0
Persons in Households with only Adults	879	391
Chronically Homeless Individuals	210	129
Chronically Homeless Families	Available 2014	Available 2014
Veterans	186	112
2012 Point in Time (PIT) Data		

**Table 27 - For Kansas City/Independence/ Lee’s Summit/Jackson County CoC - Population experiencing homelessness on a given night**

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

Data is not available for the number of persons becoming and exiting homelessness each year, or number of days that persons experience homelessness. Point in Time data from the CoC does help ascertain larger annual trends however, which can be useful in assessing the overall changes in the county homeless population. According to the Homeless Services Coalition of Greater Kansas City, as of the 2014 Point in Time Count:

- 918 homeless individuals were identified as residing in an emergency shelter or transitional housing program – a 19.8% increase over 2013, but a 9.4% decrease from 1,013 in 2012.
- There were increases in both in the number of households in transitional housing and in emergency shelters. Transitional housing programs at Hillcrest in Lee’s Summit allow clients to stay up to three months. Transitional housing clients are generally anticipated to find housing upon achieving stability, and are eligible for counseling on nutrition, budgeting, and employment while there.
- The number of homeless veterans decreased to 200 from 254 in 2013, a 21.3% decrease in one year.
- The number of chronically homeless individuals increased to 285 from 180 in 2013, a 58.3% increase.
- According to the HSCGKC 2014 Point in Time Summary, there were 8 households with children only, and the overall population of homeless youth has declined by 44.4% since 2013.

**Nature and Extent of Homelessness: (Optional)**

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

Data Source  
Comments:

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

No disaggregated data exists for the area within the boundaries of Lee’s Summit, but according to the 2014 Point in Time Survey performed by the Homeless Services Coalition of Greater Kansas City, the Jackson County Continuum of Care, there were 1,037 homeless households, with 501 in emergency shelters, 348 in transitional housing and 177 remaining unsheltered. There were 135 households with at least one adult and one child, of which 35 were in emergency shelters, 94 in transitional housing, and 6 surveyed living unsheltered. There were 11 households made up of only children or unattached youth. Eight of these households were in emergency shelters while the remaining three were unsheltered.

The total number of homeless veterans declined from 254 in 2013 to 200 in 2014. A multi-faceted approach by HSCGKC using vouchers, supportive services, and grants has housed 107 veterans as of mid-2014.

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

Per the Continuum of Care 2014 Point in Time count, there were 1,931 homeless individuals and 1,037 households in the HSCGKC area, which includes Lee’s Summit, Kansas City, Missouri, Independence as well as unincorporated Jackson County. Of these, 60.7% were minorities, with the greatest representation coming from the Black homeless population.

**Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.**

Unsheltered homeless persons are people who live on the streets, in cars, or in abandoned buildings or other places not meant for human habitation. In its 2014 Point in Time Summary, the CoC reported a total 229 unsheltered homeless persons in its service area. In contrast, there were 1,702 homeless persons sheltered in emergency shelters, transitional housing, and safe havens. This means that 11.9% of all homeless persons in the CoC service area were unsheltered. While no one race was disproportionately represented, men, especially those over the age of 24, were more likely to be found unsheltered. Additionally, among special populations, defined as adults with HIV/AIDS, serious mental illness, and/or substance abuse disorders along with survivors of domestic violence, the likelihood of being unsheltered was much higher, between 20-23% compared with 14.0% for the overall homeless population. Veterans as well had a higher likelihood of being found unsheltered, although with only 17.5% compared with the overall homeless population. Additionally, chronically homeless individuals were more likely to be unsheltered, with 83 individuals or 29.1% of the chronically homeless population.

### **Discussion:**

As identified previously, there is a direct link between housing problems and the income level of households: the lower the income of a household, the greater the incidence of housing problems, and the greater the risk of homelessness. Extremely low income individuals and families experiencing housing cost burdens struggle to pay for housing, food, childcare, health care, and other basic necessities, and are more susceptible to financial or personal crises that could lead to homelessness.

Local agencies providing assistance and housing, such as Hope House, Lee's Summit Social Services, ReDiscover, the Lee's Summit Housing Authority and the network of members working with HSCGKC often have a high demand for their services. Based on the reports of service providers, and the over 800 extremely low income households that pay over 50% of their income on housing, it is likely that many households will need or request some form of assistance from a local service agency to avoid homelessness. HUD's eligibility criteria for homelessness prevention services include a requirement that the beneficiary "lack resources and support networks" such as family or friends to provide emergency assistance.

Based on the results of the CoC 2014 Point in Time Summary, there was a decrease in the overall homeless population after three consecutive years of steady decline, from 2,789 in 2011 to 1,931 in 2014. Although ending homelessness as a whole is a priority, it is important to coordinate efforts among the various services offered in the Lee's Summit community as well as those in the wider Jackson County CoC area. HSCGKC, like many Continuum of Care systems in the United States, has embraced a Housing First approach, working to eliminate homelessness through the provision of new beds and/or providing additional supportive services for this population.

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

### **Introduction:**

Among the non-homeless special needs identified in the 2015-2019 Consolidated Plan process, those determined to be of high priority largely involve the facilitation of services and housing providers for the LMI, elderly, and disabled populations of Lee's Summit. These involve the provision of supportive services to individuals with special needs, such as day/respite care, mental health and substance abuse counseling, nutritional services, and programs to help residents afford and remain in their housing.

### **Describe the characteristics of special needs populations in your community:**

The non-homeless special needs population of Lee's Summit is comprised of the elderly, persons with disabilities, persons with mental health issues, persons experiencing extended unemployment, persons with substance abuse issues, and persons with HIV/AIDS. Within the population of elderly, there are individuals more specifically categorized as "Frail Elderly," defined as any individual who is unable to perform at least three "activities of daily living" comprising of eating, bathing, grooming, dressing, or home management activities. Among those with developmental disabilities, this includes physical, mental, and developmental disabilities as well as individuals who chronically abuse drugs or alcohol. The data sources available are limited for drawing conclusions on the magnitude of those needs, however, local agencies providing services to address those needs have been experiencing increase in requests for services in recent years, beyond most, if not all, of the programs they can possibly offer.

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

With approximately 20% of its residents in age cohorts categorized by HUD as elderly or approaching elderly, the needs of the elderly population are becoming more and more obvious and these needs are expected to increase. Elderly individuals sometimes need assistance with personal care and help providing for themselves. The frail elderly are most likely to require increasing levels of medical care, daily living assistance, and other services. Many senior citizens prefer to live in their own homes, with their relatives, or in independent living settings. Different housing options may address the different household needs of the elderly, along a continuum ranging from living in one's own home to living in independent living facilities or residing in assisted living or personal care homes. Agencies in the community, like the Lee's Summit Housing Authority, have unequivocally made expanding housing opportunities for the elderly a goal, going so far as to include it as a priority need in its 2010-2014 Consolidated Plan.

The removal of architectural barriers and maintenance of their homes gives the elderly and the physically disabled cost effective ways to maintain safe and secure housing, allowing for special needs,

and ensuring to the extent possible, independent living. Overall, the rehabilitation of aging housing, especially those homes owned by the elderly, is a priority to address health and safety needs and to prevent deterioration and blight in neighborhoods. It is partially to this end that the Lee's Summit Minor Home Repair Program operates. Additionally, supportive services are also a necessary component to housing in order to maintain safe, stable, and independent living. Providing more tenant based rental assistance coupled with education for landlords and convenient access to supportive services would provide dignified living situations for the elderly and the disabled.

Further and applying also to the disabled population of Lee's Summit is the importance of transportation. Many among the elderly population do not own a car, cannot afford one, or are no longer eligible to drive one. For the disabled, the inability to utilize a private vehicle can be brought about by numerous causes, from blindness and partial paralysis, to cognitive impairment and learning disabilities. As such, the role of regional and local transportation providers is critical in serving the needs of those with special needs, whether it is day-to-day shopping or critical medical appointments.

Based on individual situations, both persons with mental illness and persons impaired by chronic substance abuse need a broad range of services such as case management, treatment, housing, financial assistance, and employment in order to improve their participation in society. Some individuals may be able to live independently, with or without supportive services, while others cannot. Each individual must be evaluated in order for that person to be provided with the most appropriate services. Since low income mentally ill persons and individuals who chronically abuse drugs and alcohol may be particularly vulnerable to homelessness, it is necessary to meet these housing needs through the collaboration of federal, state, and local services in order to prevent homelessness.

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

Persons with HIV/AIDS need a variety of supportive services to maintain their physical health and self sufficiency. Although, as mentioned, there is no data available on the number of individuals with HIV/AIDS in Lee's Summit, there is a network of services in the Kansas City metropolitan area that helps with the high costs of medicine and the procurement of reliable housing.

### **Discussion:**

With the aging of its population, Lee's Summit is faced with an increasing number of seniors requiring housing of all varieties, especially near health care centers and supportive services providers. There are a limited number of affordable housing units available in Lee's Summit that accommodate the physically impaired while having convenient access to transportation and necessary supportive services. An increased number of well distributed affordable housing units throughout the City is needed to allow them to live in dignity and with independence. Addressing the housing needs of low income mentally ill persons is key in preventing these individuals from possibly becoming homeless. Finally, identifying the

population of individuals with HIV/AIDS and providing affordable permanent supportive housing for these persons and their families is necessary to meet their growing need.

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

### **Describe the jurisdiction’s need for Public Facilities:**

Following the consultation and public participation processes, several priority needs regarding public facilities were identified. These priority needs focus on maintaining what the community already has ensure quality and uninterrupted services. Among the strategies for addressing public facility needs include continuing to support local not-for-profit service agencies, public housing agency and transitional housing agency for their facility improvement needs, and addressing these agencies’ emergency repair needs.

### **How were these needs determined?**

As with the areas of housing and homelessness, the priority needs for public facilities, infrastructure, and economic development were established through multiple public participation efforts, including open houses, public meetings, and ultimately focus groups.

Along with these efforts, City staff sought input from the consultation process to inform and guide decisions.

### **Describe the jurisdiction’s need for Public Improvements:**

Following the consultation and public participation processes, several priority needs regarding public facilities were identified. These priority needs focus on maintaining what the community already has and filling in critical gaps in the system to ensure complete and uninterrupted services. Among the strategies for addressing public facility needs include continuing the City’s sidewalk improvement program in an effort to improve accessibility, sustainability and ADA compliance, continuing to support local not-for-profit service agencies, public housing agency and transitional housing agency for their facility improvement needs, and addressing these agencies’ emergency repair needs.

The consultation and community participation processes also resulted in recognizing other public facility and infrastructure needs that are important but should be addressed long-term, primarily due to their high cost and limited resources available.

### **How were these needs determined?**

The needs were determined in a fashion similar to Public Facilities outlined above. Additionally, the City’s Public Sidewalk Inventory Analysis Report (2009), the Water Master Plan (2006), as amended, and the Waste Water Master Plan (2006), as amended, provided comprehensive assessments of future needs for improvements of those public infrastructure systems.

### **Describe the jurisdiction's need for Public Services:**

Local public service providers have been providing critical services for years in the community to address the needs for those types of services. Through the consultation process and participation, it became obvious that all those needs still exist in the community and most of them have showed an upward trend. The addition of bus stops and stations helps improve mobility of residents who need to access local care providers and services. Regarding economic development, it was determined through the public participation process that an assessment of the current workforce training systems is a priority need in connecting workers with local and regional employment. Such an effort can be the first step for many at-risk or low income households and individuals in improving their condition.

As addressed in the non-homeless special needs assessment (91.305 (b,d)), the jurisdiction's need for public services largely revolve around providing support in the form of additional funding to improve the community's offerings of day/respite care, mental health and substance abuse counseling and support, and nutritional needs for seniors, youth, and individuals with special needs.

### **How were these needs determined?**

The priority needs for public services were established through the consultation data and resources along with open houses, public meetings, and focus groups. Among the members of the public services focus group were representatives of local social services, city government, and the community, providing a fairly comprehensive representation of the stakeholders in Lee's Summit.

# Housing Market Analysis

## MA-05 Overview

### Housing Market Analysis Overview:

According to Table 26—Residential Properties by Unit Number, there is a total of 35,142 housing units in the City of Lee’s Summit, MO. Table 27—Unit Size by Tenure, shows that there are 25,288 owners and 7,934 renters. This, of course, brings up the obvious point that these numbers are based on a summary of 5 year survey data and not 100% data. However, these statistics can be easily summarized by stating that approximately 76% are owners and 24% are renters. The City of Lee’s Summit is primarily comprised of single-family detached dwelling units. Both home owners and renters in Lee’s Summit have a preference for 3+ bedrooms (91% of all owners and 42% of all renters). Over half of the housing stock was constructed after 1980. According to the City’s GIS data records there is a total of 6,461 housing units constructed prior to 1978. There is still plenty of room to grow in Lee’s Summit. There are approximately 5,000 vacant preliminary platted lots that could easily be built on at any given time.

According Table 32—Condition of Units, the majority of owner-occupied housing units either have no selected conditions or one selected condition. The “selected conditions” that are being considered are from the Census Bureau’s term “selected conditions” which is defined in the American Fact Finder’s Glossary (<http://factfinder.census.gov/help/en/index.htm#glossary.htm>) as “having at least one of the following conditions: 1) lacking complete plumbing facilities, 2) lacking complete kitchen facilities, 3) with 1.01 or more occupants per room, 4) selected monthly owner costs as a percentage of household income greater than 30 percent, and 5) gross rent as a percentage of household income greater than 30 percent.” The terms “complete plumbing facilities” and “complete kitchen facilities” are defined as follows:

- “Complete plumbing facilities include: (1) hot and cold piped water; (2) a flush toilet; and (3) a bathtub or shower. All three facilities must be located in the housing unit.”
- “A unit has complete kitchen facilities when it has all of the following facilities: (a) cooking facilities; (b) refrigerator; and (c) a sink with piped water.”

The cost of housing in Lee’s Summit has experienced a steady increase over the years. However, current trends indicate that the cost of housing may be starting to plateau and even drop some for owners, but continues to increase for renters. There are not enough housing options for those of extremely low to low income. Homeowners of low-to-moderate income and renters of low-to-very low income do not have sufficient housing choices in Lee’s Summit. Only the existing older housing is affordable for low-moderate income households in Lee’s Summit. Another area in high demand is the Lee’s Summit Housing Authority’s (LSHA) Section 8 Housing Choice Voucher Program. This program currently has 677 families on its waiting list.



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

### Introduction

There are far more single-family residential housing structures in the City of Lee’s Summit than other types of housing structures (see Table 26—Residential Properties by Unity Number). Rental housing has a growing demand due to the upheaval of the housing market a few years ago and the fact that the market is still rebounding. Some homeowners, who purchased more home than they could afford, found themselves foreclosed on and were forced to either move or rent; this situation created greater need for affordable housing and affordable rental housing. However, while Lee’s Summit has seen more multifamily development in recent years, single-family continues to dominate the market in Lee’s Summit. Builders in the area have continued to build more of the same, but some are changing and Lee’s Summit has been seeing an increase in the number of rental housing structures. The market now is not very clear.

Table 27 – Unit Size by Tenure, compares the number of 1 bedroom, 2 bedroom, and 3+ bedroom structures occupied by owners and renters. This shows that not only are the majority of inhabitants of Lee’s Summit owners, but 91% of those who own a home in Lee’s Summit own a home with 3+ bedrooms. Of those who rent in Lee’s Summit, most rent either a 2 bedroom (42%) or a 3+ bedroom (35%) structure.

Lee’s Summit is not built out yet. There are approximately 5,000 vacant preliminary platted lots that could be built on at any time, once final platted. However, the unplatted vacant properties that are remaining tend to be less attractive or more difficult to develop due to their location, topography and/or a lack of utilities and other infrastructure in the area. Lee’s Summit has approximately 5,000 platted lots that are still vacant. It is anticipated that growth will primarily occur in these platted vacant lots in subdivisions that are not yet built out. It is also anticipated that there will be a good balance between owner and renter occupied units to be built during the next 5 years.

### All residential properties by number of units

Property Type	Number	%
1-unit detached structure	25,952	74%
1-unit, attached structure	3,155	9%
2-4 units	2,459	7%
5-19 units	2,170	6%
20 or more units	1,338	4%
Mobile Home, boat, RV, van, etc	68	0%
<b>Total</b>	<b>35,142</b>	<b>100%</b>

Table 28 – Residential Properties by Unit Number

Data Source: 2007-2011 ACS

Land Use Type	Sq. Mi.	% Total
---------------	---------	---------

Agricultural	0.37	0.56%
Low-density Residential	18.22	27.66%
Medium-density Residential	1.02	1.54%
High-density Residential	0.48	0.73%
Government	1.32	2.00%
Public/Semi-public	1.98	3.00%
Commercial	1.79	2.71%
Office	0.40	0.60%
Industrial	1.63	2.48%
Mixed-use	0.10	0.15%
Parks/Open Space	8.35	12.67%
Water Body	2.27	3.45%
Calculated Right-of-Way	7.78	11.82%
Undeveloped	20.17	30.62%
<b>Total</b>	<b>65.88</b>	<b>100.00%</b>

**Table 29 - Existing Land Use**

### Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	0	0%	245	3%
1 bedroom	207	1%	1,639	21%
2 bedrooms	1,966	8%	3,301	42%
3 or more bedrooms	23,115	91%	2,749	35%
<b>Total</b>	<b>25,288</b>	<b>100%</b>	<b>7,934</b>	<b>101%</b>

**Table 30 – Unit Size by Tenure**

Data Source: 2007-2011 ACS

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

In addition to locally supported housing targeting LMI, such as LMI homes that benefitted from CDBG-funded minor home repairs, the 16 transitional housing units owned and operated by Hillcrest Transitional Housing of Eastern Jackson County and the housing units occupied by families participating in the Section 8 Voucher Program, the only programs that address (or specifically target) LMI and receive federal, state, and/or local funding are the Lee’s Summit Housing Authority (LSHA) and John Calvin Manor. The LSHA maintains two public housing developments, Lee Haven and Duncan Estates, which are for the elderly or disabled low-income persons. Lee Haven comprises 50 such housing units and Duncan Estates has 66, for a total of 116 units. John Calvin Manor receives federal assistance through Section 202. This agency maintains 100 housing units for the elderly and persons with disabilities.

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

It is not anticipated that any units will be lost from the affordable housing inventory, other than those that might become unavailable due to unforeseen natural disasters or accidental events.

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

Recent statistics and analysis reveal that there is a mismatch between the availability of housing units in Lee's Summit's current market and the needs of our population, primarily in terms of price ranges and structure types. The Lee's Summit Section 8 Housing Choice Vouchers program currently has 677 families on the waiting list. According to the City's 2014 Housing Affordability Analysis, only the existing older housing is affordable for the low to moderate income households in Lee's Summit. The median rent of Lee's Summit is not affordable to a significant majority of renter households.

**Describe the need for specific types of housing:**

While the City's existing housing stock provides a wide range of affordability for households of different income levels, newly constructed housing is not in the affordable range for the LMI families in Lee's Summit. Lee's Summit is also in need of more affordable rental housing, if the rents of current rental units remain high.

**Discussion**

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

### Introduction

The cost of housing in Lee's Summit has steadily increased for many years. With the bursting of the housing bubble, the value or cost of many existing homes has decreased; however, the cost of new construction remains high. The rental housing market for new construction has not responded favorably, in recent years, to the decreasing household income for the lower income families.

As shown in Table 28 –Cost of Housing, the cost of housing has continued to increase. However, according to the 2009-13 ACS estimates, the median home value is \$186,700 and the median gross rent is \$997. This indicates that the cost of housing may be starting to decrease while that cost of renting is continuing to increase at a fairly rapid rate. It should be noted that Table 28-Cost of Housing provides the "Median Contract Rent" while the comparison made was "Median Gross Rent" (the difference is that gross rent includes utilities). That being said, there is still a rather significant increase in the amount of rent being paid.

According to Table 30 – Housing Affordability, the majority of housing units do not become affordable until 80 - 100% of the HUD Adjusted Median Family Income (HAMFI). These categories correspond with HUD's Income Limit categories where 30% is considered extremely low – very low income, 50% is considered very low – low income, and 80% is considered low – moderate income.

These tables also indicate that there are fewer families paying cheaper rents, and more families paying mid-to-high level rents.

### Cost of Housing

	Base Year: 2000	Most Recent Year: 2011	% Change
Median Home Value	131,700	186,800	42%
Median Contract Rent	561	773	38%

Table 31 – Cost of Housing

Data Source: 2000 Census (Base Year), 2007-2011 ACS (Most Recent Year)

Rent Paid	Number	%
Less than \$500	2,056	25.9%
\$500-999	10,486	132.2%
\$1,000-1,499	1,696	21.4%
\$1,500-1,999	762	9.6%
\$2,000 or more	868	10.9%
<b>Total</b>	<b>15,868</b>	<b>200.0%</b>

Table 32 - Rent Paid

**Alternate Data Source Name:**

Rent Paid

**Data Source Comments:** Data Source: 2009-13 ACS

Rent Paid	Number	%
Less than \$500	519	6.6%
\$500-999	3,450	43.8%
\$1,000-1,499	2,746	34.8%
\$1,500 or more	1,170	14.8%
<b>Total</b>	<b>7,885</b>	<b>100.0%</b>

**Table 33 - Rent Paid****Housing Affordability**

% Units affordable to Households earning	Renter	Owner
30% HAMFI	480	No Data
50% HAMFI	1,510	575
80% HAMFI	4,360	3,220
100% HAMFI	No Data	5,595
<b>Total</b>	<b>6,350</b>	<b>9,390</b>

**Table 34 – Housing Affordability****Data Source:** 2007-2011 CHAS**Monthly Rent**

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	559	719	891	0	0
High HOME Rent	0	0	0	0	0
Low HOME Rent	0	0	0	0	0

**Table 35 – Monthly Rent****Data Source Comments:** Data Source: HUD FMR Kansas City, MO-KS Metro

Year	Efficiency	1 BR	2 BR	3 BR	4 BR
2009	\$573	\$689	\$791	\$1,070	\$1,126
2010	\$605	\$726	\$834	\$1,128	\$1,187
2011	\$610	\$733	\$842	\$1,139	\$1,198
2012	\$547	\$657	\$754	\$1,020	\$1,073
2013	\$491	\$632	\$783	\$1,073	\$1,195
2014	\$534	\$687	\$852	\$1,168	\$1,300
2015	\$559	\$719	\$891	\$1,221	\$1,360

**Table 36 - Fair Market Rents**

## **Is there sufficient housing for households at all income levels?**

Based upon the data presented here and in the 2014 Housing Affordability Analysis, it does not appear that there is sufficient housing for those of extremely low to low income. For most of Lee's Summit's households, only the existing housing is affordable, the new construction houses are not affordable. For homeowners of low-to-moderate income, housing in Lee's Summit is not affordable; therefore there is not sufficient housing for homeowners at this income level. In addition, the 2014 Housing Affordability Analysis states that the median rent for Lee's Summit is not affordable for renters of low-to-very low income.

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

According to the 2014 Housing Affordability Analysis: "It is rather difficult to make a precise projection for both short-term and long-term housing growth. With the anticipated slow recovery of the economy, tighter restrictions of the lending industry and so forth, it is safe to assume that the housing market will move up slowly." However, after reviewing the median rents and Fair Market Rents from the last several years, it seems fairly clear that the rental market is likely to continue to become increasingly less affordable.

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

This municipality does not have HOME, so all comments/questions pertaining to that program are not applicable. For a comparison of Fair Market Rents (FMRs) see the preceding table.

According to the trends of the FMRs for the Kansas City Metro, rents have continually gone up during 2009-2015, with the exception of a dip across the board in 2012 as well as in 2013 for efficiency units (however, it should be noted that there are only a handful of studio or efficiency units in Lee's Summit). Median rent has also continued to climb from \$561 in 2000 to \$997 according to the 2009-11 ACS.

Based upon these facts and discussion from our focus group meetings, the City will continue to encourage development of affordable housing through good planning, practical development regulations, and incentives, where possible. In the meantime, the City will continue to support efforts through CDBG program for the upkeep of the existing affordable housing stock.

The City intends to make efforts and provide financial support to promote employment opportunities and entrepreneurship for LMI residents. The City also intends to continue its support to Lee's Summit Housing Authority (LSHA) and Hillcrest Transitional Housing by helping these agencies with their needed repairs and capital improvements in order to maintain the existing affordable housing stock. In addition,

the City will continue its support to the various public service agencies such as Lee's Summit Social Services (LSSS) and ReDiscover that provide mental assistance to LMI families.

## **Discussion**

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

### **Introduction**

According to Table 33—Year Unit Built, the majority of the housing stock in Lee’s Summit was constructed from 1980-1999 for owner-occupied structures (51%) and from 1950-1979 (40%) for renter-occupied structures with nearly as many renter-occupied structures being built from 1980-1999 (34%). This also indicates that there is a greater likelihood for lead-based paint issues in the rental stock than there is in the owner-occupied housing stock. However, Table 34 – Risk of Lead-Based Paint Hazard tells a slightly different story. According to this table, while there is a greater percentage of renter-occupied housing built prior to 1980 than owner-occupied, a greater percentage of those units that are built prior to 1980 with children present is found in the owner-occupied and not the renter-occupied housing. Of course, it should be noted that lead-based paint hazard refers to paint that may contain lead and is deteriorating, including chipping and peeling. Buildings that have been well maintained, rehabilitated and frequently repainted would most likely not present any hazard.

Most owner-occupied housing units either have no selected conditions or only one selected condition, while renter-occupied housing units are nearly split 43% with one selected condition and 53% with no selected conditions (see Table 32—Condition of Units).

The City does not track the status of vacant or foreclosed rental properties but does maintain a registered foreclosed properties list, even though it is not all inclusive and the status of information has not been updated consistently because it is not mandatory for the property owner or the title holder to update the City when the status of foreclosure has changed. As of December 23, 2014, there were 169 active registered foreclosed properties. All properties are suitable for rehabilitation (if needed) unless they have been condemned as unsafe structures. A search for REO/foreclosed properties from a local real estate office’s website ([www.reeceandnichols.com](http://www.reeceandnichols.com)) only showed 16 such properties in Lee’s Summit as of December 23, 2014 and no multi-family properties were found.

According to Table 34—Risk of Lead-Based Paint Hazard, 23% (5,767 units) of the owner-occupied housing stock and 46% (3,641 units) of the renter-occupied housing stock was built prior to 1980. Of these housing units, 16% (4,040) of the owner-occupied units and 10% (770) of the renter-occupied units were reported as having children present. While this table indicates the estimated number of units that may have Lead-Based Paint (LBP) Hazards, there is not data to indicate which of these units are occupied by low or moderate income families. The City’s Minor Home Repair (MHR) and First-Time Homebuyer (FTHB) Programs require LBP disclosure and inspections. The City has found very few instances of LBP hazard in our work through these programs. In addition, the City’s GIS records indicate that there are only about 7,900 total units built prior to 1980 (compared with Table 34’s total of 9,408); this number is reduced further to about 6,500 when looking at units built prior to 1978 (which is the commonly accepted date for LBP).

### **Definitions**

The City of Lee’s Summit does not have any adopted definitions of “substandard condition” or “substandard condition but suitable for rehabilitation”. The Property Maintenance Code includes requirements for keeping exterior (Section 16-319) and interior structures (Section 16-337) “in good repair, structurally sound and sanitary”. The Missouri Housing Development Commission (MHDC) defines “substandard conditions” as “Housing conditions that are conventionally considered unacceptable which may be defined in terms of lacking plumbing facilities, one or more major systems not functioning properly, or overcrowded conditions.”  
[http://www.mhdc.com/rental\\_production/market\\_study/market\\_study\\_terminology.pdf](http://www.mhdc.com/rental_production/market_study/market_study_terminology.pdf)

The “selected conditions” that are being considered, below in Table 32—Condition of Units, are from the Census Bureau’s term “selected conditions” which is defined in the American Fact Finder’s Glossary as “having at least one of the following conditions: 1) lacking complete plumbing facilities, 2) lacking complete kitchen facilities, 3) with 1.01 or more occupants per room, 4) selected monthly owner costs as a percentage of household income greater than 30 percent, and 5) gross rent as a percentage of household income greater than 30 percent.” The terms “complete plumbing facilities” and “complete kitchen facilities” are defined as follows:  
<http://factfinder.census.gov/help/en/index.htm#glossary.htm>

- “Complete plumbing facilities include: (1) hot and cold piped water; (2) a flush toilet; and (3) a bathtub or shower. All three facilities must be located in the housing unit.”
- “A unit has complete kitchen facilities when it has all of the following facilities: (a) cooking facilities; (b) refrigerator; and (c) a sink with piped water.”

### Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	5,522	22%	3,391	43%
With two selected Conditions	78	0%	343	4%
With three selected Conditions	12	0%	13	0%
With four selected Conditions	0	0%	0	0%
No selected Conditions	19,676	78%	4,187	53%
<b>Total</b>	<b>25,288</b>	<b>100%</b>	<b>7,934</b>	<b>100%</b>

Table 37 - Condition of Units

Data Source: 2007-2011 ACS

### Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	6,574	26%	1,573	20%
1980-1999	12,947	51%	2,720	34%

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
1950-1979	5,038	20%	3,167	40%
Before 1950	729	3%	474	6%
<b>Total</b>	<b>25,288</b>	<b>100%</b>	<b>7,934</b>	<b>100%</b>

**Table 38 – Year Unit Built**

Data Source: 2007-2011 CHAS

### Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	5,767	23%	3,641	46%
Housing Units build before 1980 with children present	4,040	16%	770	10%

**Table 39 – Risk of Lead-Based Paint**

Data Source: 2007-2011 ACS (Total Units) 2007-2011 CHAS (Units with Children present)

### Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units	0	0	0
Abandoned Vacant Units	0	0	0
REO Properties	0	0	0
Abandoned REO Properties	0	0	0

**Table 40 - Vacant Units**

Data Source: 2005-2009 CHAS

### Need for Owner and Rental Rehabilitation

The City enforces local building codes and standards. Violations are required to be abated within a reasonable amount of time. Otherwise, the City completely relies on property owners to determine the need for rehabilitation. However, the City will continue to support and fund the existing Minor Home Repair Program for owner-occupied properties, based upon feedback received during the public participation/outreach.

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

While Table 34—Risk of Lead-Based Paint does indicate the estimated number of units which may have LBP Hazards, there is no data to indicate which of these units are occupied by low or moderate income families. In addition, it should be noted that lead-based paint hazard refers to paint that may contain

lead and is chipping, peeling, or deteriorating by some other means. Homes that are well maintained and frequently painted would most likely be clear of such hazard.

Based upon Table 34, there is a total of 9,408 units that were built prior to 1980. According to the City's GIS data, there are about 7,900 units that were built prior to 1980. Also, according to the City's GIS data, there are about 6,500 units that were built prior to 1978 (which is the commonly accepted data for LBP and likely a more accurate number). However, the City's Minor Home Repair (MHR) and First-Time Homebuyer (FTHB) Programs do require LBP inspections. Over the years, these inspections have identified very few cases of LBP hazard. Based on that information, it can be concluded that there are not many homes that have significant LBP hazards.

## **Discussion**

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

### Introduction

The Lee's Summit Housing Authority has two developments; Duncan Estates and Lee Haven Apartments. These developments comprise a total of 116 dwelling units. The Duncan Estates property is comprised of 66 residential dwelling units of which 55 are one bedroom and 11 are two bedroom units. There are 50 residential dwelling units in Lee Haven Apartments, of which there are 42 one bedroom and 8 two bedroom units.

The LSHA also administrates a Section 8 Housing Choice Voucher (HCV) Program for residents of Lee's Summit and Greater Jackson County. The program currently stands at a base-line of 649 vouchers. For CY2014, the LSHA utilized 105% of available funding for Housing Assistance Payments. This amount included the expenditures of available program reserves to maximize the numbers of families served. The LSHA implemented several significant changes in the HCV program, as a result of funding constraints. These allowable discretionary changes were implemented in an effort to continue to support families currently leased in place. For CY2014, the LSHA served an average of 643 families each month for a yearly average of 99% of its baseline.

### Totals Number of Units

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project -based	Tenant -based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available			116	649			0	0	0
# of accessible units									
<b>*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition</b>									

Table 41 – Total Number of Units by Program Type

Data Source: PIC (PIH Information Center)

### Describe the supply of public housing developments:

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

The Lee's Summit Housing Authority (LSHA) has a total of 116 dwelling units in two housing developments (Duncan Estates and Lee Haven Apartments). Both developments overall are in fair condition and have been well maintained. Through its 5-Year Plan (10/01/2010 through 09/30/2015) the LSHA has implemented several capital improvements to the property and dwelling units. During this period, all the dwelling units at Duncan Estates have undergone a complete re-roofing program. The LSHA completed rehabilitation of dwelling units at Lee Haven that included a complete kitchen makeover with installation of new cabinets, countertops, sink and associated plumbing and water saving faucets. The kitchen rehabilitation also included installing new kitchen range hoods, new lighting over the kitchen sinks, VCT flooring and added insulation. The LSHA completed replacing all 116 residential storage water heaters with energy efficient models.

Energy efficiency remains a goal in the planning and development of Capital Funds Program and 5-Year Planning. Currently, the LSHA is replacing HVAC units at its Duncan Estates property. These new HVAC units are Energy Star compliant and qualify for rebates from Missouri Gas Energy and Kansas City Power and Light.

The LSHA has identified several long range capital needs as a result of its planning. It is also in the process with the development of its next 5-Year Plan document that will cover the period of 10/01/2015 through 09/30/2020. HUD provides Capital Funds annually to Public Housing Agencies (PHAs) for the development, financing, and modernization of public housing developments and for management improvements. The Capital Fund has received abysmal funding in recent years. This continued level of under-funding represents approximately half of what LSHA accrues annually for physical improvements. This means that the LSHA's backlog of capital needs continues to grow and it severely hampers the use of the few redevelopment tools available like the Rental Assistance Demonstration program (RAD) and Demolition/Disposition. So far, the LSHA has been able to maintain its properties through effective management coupled with efficient and prudent expenditure of limited resources.

The LSHA has identified several major systems that will need replacement and rehabilitation in the next five years. These systems include the HVAC systems Lee Haven, exterior siding replacement at Duncan Estates, major appliance replacement including replacing "out of service" ranges and refrigerators at both properties. The LSHA may complete a physical needs assessment (PNA) as part of its planning processes. The information from a PNA along with REAC and UPCS inspection reports will be utilized in the 5-Year plan which will be due for submission to HUD in July 2015. The LSHA must also carefully evaluate the overall condition and continued long term viability of its Lee Haven property. Lee Haven

was constructed in 1967 and will be 50 years old during the next 5-Year Plan cycle. While the units at Lee Haven are in good repair, their age and the overall condition of site improvements will have a direct impact on the expenditure of capital funds and on long range planning.

The LSHA has a total of 9 units that are "Accessible Units" of which 6 units are fully accessible. The LSHA incorporates accessible designs in renovation and rehabilitation projects that are planned at both Duncan Estates and Lee Haven Apartments. The Lee's Summit Housing Authority complies with the guidelines of providing reasonable accommodations as established by HUD and the Office of Fair Housing.

## Public Housing Condition

Public Housing Development	Average Inspection Score
Duncan Estates	38.4
Lee Haven Apartments	96(b)

Table 42 - Public Housing Condition

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

The LSHA has identified several long range capital needs as a result of its planning. It is also in the process with the development of its next 5-Year Plan document that will cover the period of 10/01/2015 through 09/30/2020. HUD provides Capital Funds annually to Public Housing Agencies (PHAs) for the development, financing, and modernization of public housing developments and for management improvements. So far, the LSHA has been able to maintain its properties through effective management coupled with efficient and prudent expenditure of limited resources.

The LSHA has identified several major systems that will need replacement and rehabilitation in the next five years, as discussed above.

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

The Lee's Summit Housing Authority's mission is to fulfill the need for decent, safe and affordable housing for very low to moderate income seniors and families, to provide a quality living environment for seniors where they can live independently in their own homes, to facilitate partnerships between landlords and families for affordable rental housing opportunities, and to provide a people oriented organization that encourages and supports the citizens it serves and is a valuable asset to the community. In carrying out this mission, the agency will use its limited resources effectively and efficiently to produce the desired results. Prudent and responsible program administration will only achieve a limited success. The LSHA will need the support and cooperation of other community partners to create overarching strategies that are designed to make a difference in the quality of lives of families in the community.

### Discussion:

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

### Introduction

As a standalone municipality, Lee’s Summit has a limited supply of beds for homeless individuals, largely found in the Hillcrest Transitional Housing and Hope House domestic violence emergency shelter facilities. Additionally, there is no data available for the number of homeless identified as residing in Lee’s Summit, making the adequacy of existing facilities unknown. That being said, there are organizations and agencies in the City, two of which are mentioned above that provide housing for the homeless. There is also a wide range of options available outside of Lee’s Summit in the larger Jackson County Continuum of Care, the Homeless Services Coalition of Greater Kansas City. Through the HSCGKC there are approximately 5,000 beds in the emergency, transitional, and permanent facilities in its network. As of the 2014 Point-in-Time Count, these facilities were at 86.8% of capacity. By being enveloped by HSCGKC and its associated membership agencies, the number of facilities available to homeless individuals expands significantly to include dozens of organizations that offer emergency, transitional, and permanent housing opportunities.

### Facilities and Housing Targeted to Homeless Households

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	1,138	56	87	721	0
Households with Only Adults	221	0	133	64	0
Chronically Homeless Households	78	0	0	0	0
Veterans	36	1	35	285	0
Unaccompanied Youth	22	0	4	6	0

**Table 43 - Facilities and Housing Targeted to Homeless Households**

Data Source Comments:

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

Lee's Summit has a variety of programs to meet the needs of the community and most have been tailored to include services for homeless persons. Some of these programs include:

- **Mental Health/Substance Abuse:** ReDiscover, Hillcrest, and Hope House all offer a wide range of services in Lee's Summit that both serve individuals with mental health needs and are also available to people at risk of or seeking to escape from homelessness. These organizations offer counseling services to individuals seeking emergency shelter or transitional housing, as is the case of Hope House and Hillcrest, or the individualized services provided by ReDiscover. Counseling takes the form of life skills training, crisis intervention, and other more tailored approaches.
- **Health:** Services in Lee's Summit that focus on the health of homeless individuals or those at risk of homelessness largely consist of programs centered on nutrition. Lee's Summit Social Services, Made to Serve, and Coldwater in particular offer emergency food assistance. In addition to a food pantry open to anyone in need, the Coldwater operates the Backsnack program which provides food to early childhood and middle school level children that otherwise would receive inadequate nutrition over the weekend.
- **Employment:** There are several services in Lee's Summit that work to improve the employment opportunities of individuals. One specifically targeting veterans, including those categorized as homeless, is Green Vet which trains veterans in 'Green Collar' careers like deconstruction and efficient energy construction. Other agencies, like the Adult Continuing Education for Persons with Developmental Disabilities works to provide disabled individuals with non-credit courses designed to improve education and socialization. Serving the larger region, the Goodwill of western Missouri and Eastern Kansas has programs that offer employment services for persons with disabilities and other disadvantages.

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

Not applicable.

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

### Introduction

Lee's Summit was never part of the former Supportive Housing Program (SHP) from HUD which helped to develop and provide housing and related supportive services for people moving from homelessness to independent, supportive living ([www.hudexchange.info/shp](http://www.hudexchange.info/shp)). Lee's Summit does however have several non-profit and private sector agencies which do provide housing and supportive services to individuals and families of special needs. A sampling of such agencies and their services include:

- Wilshire Hills at Lakewood, Village Cooperative (coming soon), and Gamber Community Center all provide (or soon will provide) housing and supportive services for the elderly.
- Hope House, Inc., ReDiscover, and Developing Potential provide support in the areas of outpatient substance abuse, outpatient mental health services for youth and adults, and mental, physical, and developmental supportive services.
- KCATA's Metroflex Bus Route #252, OATS, and ITN (Independent Transportation Network) provide public transportation services.

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

Elderly housing and supportive service needs are currently met primarily by the private sector with some degree of public assistance and the public survey conducted recently revealed a demand for more affordable housing for the elderly. This need is responded by private non-profits that plan to add more affordable living units to the current stock. Recently, Wilshire Hills at Lakewood built a three-story, 56,449 square-foot, 42-unit senior living facility comprised of 1- and 2-bedroom units with kitchens. Currently, a 50-unit senior (62+) cooperative living facility referred to as Village Cooperative is undergoing the City's approval process. Elderly food service needs are met by local discounted meal delivery service (such as Meals on Wheels and One Good Meal) and meals service at the Gamber Community Center.

Persons with disabilities (mental, physical, and developmental) and persons with alcohol or other drug addictions receive public service support from agencies like ReDiscover and Developing Potential in the Lee's Summit area. Other agencies include the Miller Park Center and Crittenton Children's Center.

According to the Lee's Summit R-7 School District's webpage on its programs & services (<http://www.lsr7.org/schools/programs-services/>), "Miller Park Center is the R-7 special-education, day-treatment facility, located in downtown Lee's Summit. [This facility] houses the school district's behavior learning program, which serves students from kindergarten through high school who were previously served through contracted out-of-district programs. The center also houses a number of

Special Services Department employees, including occupational/physical therapists, educational diagnosticians, social worker, behavior/autism specialists, Health Services Department as well as instructors for visually impaired students and orientation/mobility.” Crittenton Children’s Center is located in Kansas City, MO and has served the region by meeting the mental and behavioral health care needs of children, adolescents, and their families for over a century. This facility offers a child and adolescent psychiatric hospital, foster care and adoption case management, intensive in-home services, as well as school-based intervention. (<http://www.saintlukeshealthsystem.org/locations/crittenton-childrens-center>)

While there are no known agencies in Lee’s Summit that specifically address the needs of persons with HIV/AIDS and their families, these folks can and do receive assistance regionally from SAVE, Inc. and the Ryan White Case HIV/AIDS Program with Kansas City offices.

No supportive housing needs have been identified for the public housing residents. The Lee’s Summit Public Housing residents are independent living, and, while the program does give a preference to individuals who are elderly and disabled, it does not specially target these individuals or provide additional services to these individuals.

There are obvious areas that need improvement, such as the local transportation network, and obvious gaps in services when agencies like ReDiscover have a 2 year waiting list. The local agencies work together to address these needs and fill the gaps as best they can. Most of these agencies have representative on the Human Services Advisory Board (HSAB) which works to facilitate communication between the agencies and reduce redundancy of services.

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

According to the 2014-15 “Human & Social Services Directory” assembled by the City of Lee’s Summit’s Human Services Advisory Board (HSAB) there are several agencies, both within Lee’s Summit and in the Kansas City region, which provide supportive housing services for persons returning from mental and physical health institutions.

- Adult Continuing Education for Persons with Developmental Disabilities (ACED)—Provides adults with developmental disabilities the opportunity to attend non-credit classes in an educational and social environment. Designed to teach independent living skills and provide life-enhancing experiences. Most programs run 6 week sessions, except for summer which runs May-August.
- Autism Outreach Fellowship—Provides free activities for families with autism and special needs children.
- Green Vet—Trains Veterans for Green Collar Careers (includes deconstruction, energy efficient energy construction, and factory employment), while assisting with homelessness, transportation, and childcare.

- Kansas City Regional Office for Developmental Disabilities—Housed through the Department of Mental Health, its priorities include self-determination, supporting families, individual services and supports, accessible housing, and Employment First. Every county has Support Coordinators. Support Coordinators provide case management and are responsible for assisting with advocacy, linking people to services and assuring the health and safety of the individual supported.
- JobOne—Provides vocational and employment services, on-site occupational therapy, information and referral services.
- Missouri Rehabilitation Association—Provides mental/physical restorative services to adults with disabilities through job placement and training.
- The Whole Person—Provides independent living skills training, individual advocacy, peer counseling, personal assistance services, de-institutionalization, youth programs, deaf services, employment services, telecommunications access program, accessibility compliance/community advocacy, employer services, community education, information and referral services, rural services, tutoring services in sign language to families with children having hearing and/or speech disabilities.

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

Specific activities the City of Lee’s Summit may undertake during the first year to address the housing and supportive services needs identified earlier, in this section, include:

- Continue to support local programs for home repairs and improvements to local public housing to maintain affordable housing stock;
- Continue to support not-for-profit agencies for public facility improvements;
- Continue to support programs that meet the needs for mental and developmental health and substance abuse counseling and treatment;
- Continue to support local emergency shelter for victims of domestic violence; and
- Continue to support local social services agency to meet the basic needs of LMI persons and homeless.

The above activities support the following goals:

- Services for Developmentally Challenged Persons;
- Services for Mental Health and Substance Abuse; and
- Public Housing.

**For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs**

**identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))**

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

### **Negative Effects of Public Policies on Affordable Housing and Residential Investment**

The City's adopted public policies and standards pertaining to development as well as housing development and residential investment in the community are designed and updated to promote and protect community values, to ensure quality, to improve sustainability, to protect property values and investments, and to provide equal opportunities for all. The City does not and will not endorse and put in place any public policies that will prevent investment and development of affordable housing.

#### **Comprehensive Plan**

The City's Comprehensive Plan promotes a variety of housing types in the community to encourage diversity of housing in density, style, size, and price range to meet a wide spectrum of housing needs. The City updates its Comprehensive Plan on a regular basis and has been promoting creative planning and design of neighborhoods through the implementation of the Planned-Mixed Use concept to allow a well balanced housing mix in new large-scale developments.

#### **Land use regulations**

In August 2012, the M-150 Corridor Overlay was adopted into the City's Unified Development Ordinance (UDO). This created four new zoning districts and development standards including a sustainability point system for the overlay. The overlay was designed to promote housing development that provides a good mix of housing choices.

The City's Unified Development Ordinance for zoning and subdivision regulations has the following characteristics:

1. Most zoning districts are "Planned" districts, with the exception of agricultural and standard single-family districts. All preliminary development plans must be approved through a public hearing process, including a public notification process, which gives rise to the possibility of the NIMBY (Not in my back yard) syndrome, if adjacent residents come out in opposition to an affordable or high density development.
2. Relatively low densities are permitted in the residential zoning districts in Lee's Summit. However, a developer can achieve a higher density for a development through the public hearing approval process. The City Council has the authority to modify one or more of the development regulations if they conclude that the development proposed by the plan will provide sustainable value to the City, incorporate sound planning principles and design elements that are compatible with surrounding properties and consistent throughout the project, effectively utilize the land upon which the development is proposed, and further the goals, spirit and intent of the ordinance.

The City will continue to review and update the Comprehensive Plan and the UDO on an on-going basis, with a goal of promoting diversity of housing in terms of density, style, size, and price range in order to meet a wide spectrum of housing needs.

### **Building code and standards**

The Codes Administration Division considers the cost implications of new building code requirements (or code amendments) when processing any such changes. The building codes administered within Lee's Summit are based on the 2014 edition of the International Residential Code and local amendments are incorporated based on regional and local values and experiences. While some amendments may increase the cost of construction, others either decrease or maintain the cost of constructing residential structures within the community. Any new code requirements or code amendments are first discussed with the local development community and subsequently presented at a public meeting before the City's Community Economic Development Committee.

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

### Introduction

According to the tables in this section, the non-housing community development assets include the strong service and education industries, and a growing retail base. Other assets are a strong labor force with a low unemployment rate, fairly short commute times, and a highly-educated workforce. The job market is very competitive and some individuals must find work outside of Lee’s Summit; however, due to the location of the City in a bigger metropolitan economy, the number of jobs and the number of workers are better balanced, given the availability of either in close proximity to fill the gaps.

### Economic Development Market Analysis

#### Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	103	17	0	0	0
Arts, Entertainment, Accommodations	4,425	3,781	12	14	2
Construction	1,894	1,504	5	5	0
Education and Health Care Services	6,905	6,681	18	24	6
Finance, Insurance, and Real Estate	3,544	2,069	9	7	-2
Information	1,483	264	4	1	-3
Manufacturing	3,261	1,951	9	7	-2
Other Services	1,491	1,050	4	4	0
Professional, Scientific, Management Services	5,017	3,099	13	11	-2
Public Administration	0	0	0	0	0
Retail Trade	5,409	5,462	14	20	6
Transportation and Warehousing	1,505	271	4	1	-3
Wholesale Trade	2,560	1,718	7	6	-1
Total	37,597	27,867	--	--	--

Table 44 - Business Activity

**Data Source:** 2007-2011 ACS (Workers), 2011 Longitudinal Employer-Household Dynamics (Jobs)

## Labor Force

Total Population in the Civilian Labor Force	48,725
Civilian Employed Population 16 years and over	46,311
Unemployment Rate	4.95
Unemployment Rate for Ages 16-24	13.73
Unemployment Rate for Ages 25-65	3.35

**Table 45 - Labor Force**

Data Source: 2007-2011 ACS

Occupations by Sector	Number of People
Management, business and financial	14,341
Farming, fisheries and forestry occupations	1,646
Service	3,057
Sales and office	12,463
Construction, extraction, maintenance and repair	2,838
Production, transportation and material moving	1,634

**Table 46 – Occupations by Sector**

Data Source: 2007-2011 ACS

## Travel Time

Travel Time	Number	Percentage
< 30 Minutes	24,676	57%
30-59 Minutes	17,214	40%
60 or More Minutes	1,085	3%
<b>Total</b>	<b>42,975</b>	<b>100%</b>

**Table 47 - Travel Time**

Data Source: 2007-2011 ACS

## Education:

### Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	741	54	452
High school graduate (includes equivalency)	6,742	608	1,566
Some college or Associate's degree	12,808	432	2,579

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Bachelor's degree or higher	19,289	523	2,407

**Table 48 - Educational Attainment by Employment Status**

Data Source: 2007-2011 ACS

### Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	92	44	16	87	281
9th to 12th grade, no diploma	870	303	104	693	435
High school graduate, GED, or alternative	1,568	1,887	2,372	4,657	3,964
Some college, no degree	2,266	2,657	3,205	5,831	2,095
Associate's degree	561	889	1,172	2,088	392
Bachelor's degree	836	3,427	4,644	6,186	1,334
Graduate or professional degree	28	1,596	2,346	4,026	1,042

**Table 49 - Educational Attainment by Age**

Data Source: 2007-2011 ACS

### Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	26,853
High school graduate (includes equivalency)	34,163
Some college or Associate's degree	39,827
Bachelor's degree	55,779
Graduate or professional degree	61,672

**Table 50 – Median Earnings in the Past 12 Months**

Data Source: 2007-2011 ACS

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

The sectors with the most jobs are Education and Health Care Services (6,681), Retail Trade (5,462), and Arts, Entertainment, Accommodations (3,781). The sectors with the greatest number of workers are Education and Health Care Services (6,905), Retail Trade (5,409), and Professional, Scientific, Management Services (5,017). This indicates that Lee's Summit has strong service industries and education, and a growing retail base.

## **Describe the workforce and infrastructure needs of the business community:**

Economic sectors are typically broken down as follows:

- Primary: Extraction, retrieval, and harvesting of natural products from the earth.
- Secondary: Processing, manufacturing, and construction of raw or intermediate materials into goods.
- Tertiary: Supplying services.
- Quaternary: Information services.
- Quinary: Human services.

To summarize the labor and other needs of the business community by these economic sectors, it is clear that Lee's Summit has a strong service industry, which means that the tertiary, quaternary, and quinary sectors have high needs. The need of these sectors in terms of number of workers is primarily being met by residents of Lee's Summit. Lee's Summit has less primary and secondary jobs than workers, so it would be beneficial to these workers if there were more of these types of jobs in Lee's Summit or the gap may be filled by the availability of these types of jobs in the metro economy.

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

The City and its partners have started efforts to explore new ways to spur more economic growth. These efforts are on-going now. Even though it is still premature to speculate any specific policies and initiatives that will come out of these efforts, it is becoming obvious that the community is working towards an economic development vision and incentive guidelines.

<http://cityofls.net/City-of-Lees-Summit/articleType/ArticleView/articleId/3181/Economic-Incentive-Guidelines-Introduced-to-City-Council.aspx>

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

According to the statistic provided in Table 39—Business Activity, it appears that the top two sectors are fairly evenly matched with the number of workers and the number of jobs. A closer look reveals that Lee's Summit predominately has more workers than jobs, which means that the job market is very competitive and some individuals must find work outside of Lee's Summit. Retail Trade appears to be the only exception, where there are more jobs than workers and people must come into Lee's Summit to fill the remaining jobs. This is how a metro economy should work. The City will continue its effort to attract bigger employers that can offer higher paying jobs and contribute more to the local tax base,

particularly high tech industries and manufacturing. The City's labor force is of adequate education and skills.

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

Lee's Summit and the Kansas City metropolitan area offer a wide range of opportunities for job training through community colleges and universities. Known workforce training initiatives include:

- The Lee's Summit branches of the Mid-Continent Public Library offer programs for resume creation and development, as well as the development of interview skills. Courses are also offered in creating business plans, starting a new business, conversational English, and ACT/SAT/GRE test preparation.
- Lee's Summit Chamber of Commerce and the MCC-Longview Lake collaborate to sponsor job fairs.
- The MCC MoWINS (Missouri Workforce Innovative Networks) is an initiative that uses federal grants to fund the tuitions of many students in low-cost, short-term program that is designed to connect those taking courses in health and manufacturing with employers immediately upon completion.
- The Lee's Summit area is served by the Full Employment Council, Inc. (FEC) which operates numerous programs in the wider metropolitan region, but predominantly in Jackson County. Specifically serving the potentially low- to moderate-income populations, FEC offers an IT training program for individuals who have been unemployed for an extended period (27 weeks or more).

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

No

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

**Discussion**

## **MA-50 Needs and Market Analysis Discussion**

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

There is no detailed data to suggest any obvious concentrations. However, it is safe to assume that the majority of households with multiple housing problems are related to the age of the housing and the majority of the older housing is located in and immediately around the downtown area. There is no clear sign of a concentration in any particular neighborhood.

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

There is no clear sign of minority concentration in Lee's Summit. Low-income families are more concentrated in and around the City's old town area. HUD defines LMI areas as those with 51% or more LMI households within the geographic area. According to the census data, Lee's Summit has five block groups with 51% or more household which are LMI.

### **What are the characteristics of the market in these areas/neighborhoods?**

The area identified above surrounds the downtown commercial district and is surrounded by older commercial services and employment centers.

### **Are there any community assets in these areas/neighborhoods?**

The area has downtown businesses and services, City offices and services, neighborhood and community parks, schools, churches, a variety of housing choices, community centers and employment opportunities. The area is also in close proximity to other community assets.

### **Are there other strategic opportunities in any of these areas?**

These areas also contain pockets of vacant or underutilized properties that are ripe for redevelopment and in-fill development. The City has been, and will continue, attempting to attract more housing development in and around the downtown area.



# Strategic Plan

## SP-05 Overview

### Strategic Plan Overview

The Strategic Plan presents the priority needs and goals determined through consultation with the public, City departments, and service providers. The community's priority needs in housing, public improvements, public services, and economic development are highlighted describing where and how the City of Lee's Summit will geographically distribute its federal grant funding.

The City of Lee's Summits homelessness and anti-poverty strategies are presented along with the Housing Authority of Lee's Summits provision of public housing. Findings from the City's Analysis of Impediments to Fair Housing Choice will once again be used to present the barriers to affordable housing in Lee's Summit along with the report's recommendations to remove these barriers.

Additionally, the Strategic Plan addresses the City's strategy for eliminating lead-based paint hazards in housing. The anticipated resources and allocation of funding demonstrates the City's strategic approach to accomplishing its goals. The goals are based on the highest community priority needs.

## SP-10 Geographic Priorities – 91.215 (a)(1)

### Geographic Area

Table 51 - Geographic Priority Areas

1	<b>Area Name:</b>	Old Town Area
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Other
	<b>Other Revital Description:</b>	Public Infrastructure Improvement
	<b>Identify the neighborhood boundaries for this target area.</b>	
	<b>Include specific housing and commercial characteristics of this target area.</b>	
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	
	<b>Identify the needs in this target area.</b>	
	<b>What are the opportunities for improvement in this target area?</b>	
	<b>Are there barriers to improvement in this target area?</b>	
2	<b>Area Name:</b>	Communitywide
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Other
	<b>Other Revital Description:</b>	Public services and home repairs
	<b>Identify the neighborhood boundaries for this target area.</b>	
	<b>Include specific housing and commercial characteristics of this target area.</b>	
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	

	<b>Identify the needs in this target area.</b>	
	<b>What are the opportunities for improvement in this target area?</b>	
	<b>Are there barriers to improvement in this target area?</b>	

**General Allocation Priorities**

Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA)

For public service needs, allocation priorities are primarily based on income, not location specific necessity. For public facility and infrastructure improvements, the focus will be placed in and around the older part of the city, including downtown.

One important consideration is the geographical areas that have a concentration of LMI. HUD designates those areas that have a LMI population of 51% or more as LMI areas in which area wide efforts can be funded through the CDBG program, or areas of low income concentrations. When analyzing the City in terms of the low to moderate income population, according to the most recent census data provided by HUD, there are five census block groups in Lee’s Summit that have a population of 51% or more considered LMI. All of these block groups are in and around the old town area including downtown. Although Lee’s Summit has a higher median income than the metropolitan area, Jackson County and the State of Missouri, there are a substantial number of low-to-moderate income (LMI) households within the City.

Additionally, although a relatively small percent of the individuals in Lee’s Summit are below the poverty level, higher percentages of elderly and female headed households are below the poverty level.

The intent of the CDBG program is to meet the needs of the low-to-moderate income persons and address slums or blight. In order to focus attention on the target population groups, this information is important when analyzing the City in relation to the CDBG program.

## SP-25 Priority Needs - 91.215(a)(2)

### Priority Needs

Table 52 – Priority Needs Summary

1	<b>Priority Need Name</b>	Mental Health/Substance Abuse Assistance
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Families with Children Individuals Families with Children Mentally Ill Chronic Substance Abuse Victims of Domestic Violence Persons with Mental Disabilities Persons with Alcohol or Other Addictions Victims of Domestic Violence
	<b>Geographic Areas Affected</b>	Communitywide
	<b>Associated Goals</b>	Services for Developmentally Challenged Persons Services for Mental Health and Substance Abuse
	<b>Description</b>	Provide support (funding) to local agencies that provide mental health/substance abuse services.
	<b>Basis for Relative Priority</b>	Local services have been in operation for years with increasing needs experienced.
	2	<b>Priority Need Name</b>
<b>Priority Level</b>		High

	<b>Population</b>	Extremely Low Low Moderate Elderly Individuals Mentally Ill veterans Unaccompanied Youth Elderly Frail Elderly Persons with Physical Disabilities Persons with Developmental Disabilities
	<b>Geographic Areas Affected</b>	Communitywide
	<b>Associated Goals</b>	Food Services for Persons with Special Needs
	<b>Description</b>	Provide support (funding) and coordination to local agencies that provide food and nutrition services to seniors, persons with special needs and children.
	<b>Basis for Relative Priority</b>	Food services meet the most basic needs of human beings.
3	<b>Priority Need Name</b>	Affordable Housing and Home Repairs
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents Other
	<b>Geographic Areas Affected</b>	Communitywide
	<b>Associated Goals</b>	Home Repairs Public Housing

	<b>Description</b>	Continue to support local efforts for maintenance of affordable housing in the community through programs offering assistance for critical repairs of homes, public housing and transitional housing. Promote affordable new home construction through partnership and incentive programs.
	<b>Basis for Relative Priority</b>	It is extremely important for the community to maintain affordable housing and its conditions. Without continuous upkeep of these units, the community will suffer a shortage of affordable housing.
<b>4</b>	<b>Priority Need Name</b>	Transitional Housing & Domestic Violence Shelters
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Individuals Families with Children Victims of Domestic Violence Victims of Domestic Violence
	<b>Geographic Areas Affected</b>	Communitywide
	<b>Associated Goals</b>	Homeless Prevention/Emergency Shelter
	<b>Description</b>	Continue to support local agencies and efforts to increase the capacities and services for transitional housing and shelters for domestic violence victims.
	<b>Basis for Relative Priority</b>	Transitional housing is a part of the community's solution to homelessness. The community needs to make sure all transitional housing units are in good conditions for tenants at all times.
<b>5</b>	<b>Priority Need Name</b>	Rental Housing - Landlord Awareness-Education
	<b>Priority Level</b>	High

	<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children Elderly Non-housing Community Development
	<b>Geographic Areas Affected</b>	Communitywide
	<b>Associated Goals</b>	
	<b>Description</b>	Conduct research on programs that provide awareness, education, cooperative code enforcement and financial incentives for local rental housing landlords.
	<b>Basis for Relative Priority</b>	The public participation process called for efforts to address this need to ensure that rental housing is well maintained for residents and landlords are a part of the community's solution to fair and affordable housing.
6	<b>Priority Need Name</b>	Sidewalk Improvement in Older Neighborhoods
	<b>Priority Level</b>	High
	<b>Population</b>	Persons with Physical Disabilities Non-housing Community Development
	<b>Geographic Areas Affected</b>	Old Town Area
	<b>Associated Goals</b>	
	<b>Description</b>	Continue to implement a comprehensive approach to address sidewalk needs (including ADA accessibility) for pedestrian travel, to include overall infrastructure improvements at the same time.
	<b>Basis for Relative Priority</b>	This is to ensure that the already adopted program of the city gets implemented successfully all the way through. Sidewalks improve quality of life and provide many benefits.
7	<b>Priority Need Name</b>	Public Transit/Transportation
	<b>Priority Level</b>	High

	<b>Population</b>	Extremely Low Low Moderate Middle Elderly Public Housing Residents Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Non-housing Community Development
	<b>Geographic Areas Affected</b>	Communitywide
	<b>Associated Goals</b>	
	<b>Description</b>	Coordinate with regional planning efforts for provision of public transportation. Promote provision of transit services by local care providers. Continue to work with local and regional public transit service providers and volunteer service providers to expand existing services based on needs.
	<b>Basis for Relative Priority</b>	For a community and a metropolitan area that is more automobile oriented, it is becoming increasingly important to improve public transportation services, particularly for those who can't afford automobile travel.
<b>8</b>	<b>Priority Need Name</b>	Public Facility Improvements - Non-profit Agencies
	<b>Priority Level</b>	High

	<b>Population</b>	Extremely Low Low Moderate Families with Children Elderly Public Housing Residents Chronic Substance Abuse Victims of Domestic Violence Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Victims of Domestic Violence Non-housing Community Development
	<b>Geographic Areas Affected</b>	Communitywide
	<b>Associated Goals</b>	Emergency Repairs of Public Facilities
	<b>Description</b>	Continue to support local not-for-profit service agencies for their facility improvement and emergency repair needs to ensure quality and uninterrupted services.
	<b>Basis for Relative Priority</b>	This is to ensure uninterrupted services that are critical to the lives of many with special needs.
9	<b>Priority Need Name</b>	Workforce Training Systems
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Middle Non-housing Community Development Other
	<b>Geographic Areas Affected</b>	Communitywide

	<b>Associated Goals</b>	
	<b>Description</b>	A comprehensive analysis of existing workforce training systems and support programs and efforts to establish a well-connected local workforce training system with a one-stop workforce training facility.
	<b>Basis for Relative Priority</b>	The community needs a well developed and well coordinated workforce training system in place to help with local residents who need certain skills for better employment opportunities.
<b>10</b>	<b>Priority Need Name</b>	Commercial Property Improvement for Econ. Dev.
	<b>Priority Level</b>	High
	<b>Population</b>	Non-housing Community Development Other
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	
	<b>Description</b>	Promote improvement of business establishments through a facade improvement program, proper maintenance of commercial area physical conditions, cooperative code enforcement and crime prevention techniques.
	<b>Basis for Relative Priority</b>	The community has recently put a lot of emphasis on economic development and improvements to the existing commercial establishments will not only stabilize what we already have but also attract more businesses and investments.
<b>11</b>	<b>Priority Need Name</b>	Expansion of Abuse Center Capacity
	<b>Priority Level</b>	Low
	<b>Population</b>	Victims of Domestic Violence Victims of Domestic Violence
	<b>Geographic Areas Affected</b>	Communitywide
	<b>Associated Goals</b>	Services for Victims of Domestic Violence
	<b>Description</b>	Study possible new or expanded abuse centers in the region. Focus on more beds and services to abused men.

	<b>Basis for Relative Priority</b>	The increasing need for additional facilities calls for solutions. People experiencing abuse tend to develop emotional, psychological and physical problems and become homeless.
<b>12</b>	<b>Priority Need Name</b>	Urgent Needs of LMI Persons and Families
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children Elderly Individuals Families with Children
	<b>Geographic Areas Affected</b>	Communitywide
	<b>Associated Goals</b>	Emergency Needs of LMI Persons/Families
	<b>Description</b>	Support local agencies that provide basic social services to assist persons and families of LMI and homeless for urgent needs for food, clothing, utility, school supply, medical service, etc.
	<b>Basis for Relative Priority</b>	Providing services to meet needs of emergency in nature.
<b>13</b>	<b>Priority Need Name</b>	Assistance for First Time Homebuyers
	<b>Priority Level</b>	Low
	<b>Population</b>	Low Moderate Large Families Families with Children
	<b>Geographic Areas Affected</b>	Communitywide
	<b>Associated Goals</b>	Homebuyer Mortgage Assistance

	<b>Description</b>	Provide financial assistance to first time homebuyers to secure a mortgage for purchase of a home in Lee's Summit
	<b>Basis for Relative Priority</b>	Not as urgent as priority needs identified by the community.
<b>14</b>	<b>Priority Need Name</b>	Daycare/Respite Care for Persons of Special Needs
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Elderly Individuals Mentally Ill Chronic Substance Abuse Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Victims of Domestic Violence
	<b>Geographic Areas Affected</b>	Communitywide
	<b>Associated Goals</b>	Services for Developmentally Challenged Persons Services for Victims of Domestic Violence
	<b>Description</b>	Provide support (funding) to local agencies that provide daycare/respite care for seniors and individuals with special needs and/or physically challenged persons.
	<b>Basis for Relative Priority</b>	These needs are very important to ensure special needs people can function in their daily life.
	<b>15</b>	<b>Priority Need Name</b>
<b>Priority Level</b>		High

	<b>Population</b>	Extremely Low Low Moderate Persons with Physical Disabilities Non-housing Community Development Other
	<b>Geographic Areas Affected</b>	Communitywide
	<b>Associated Goals</b>	
	<b>Description</b>	Establish systems, processes and outreach efforts to promote small business development and startups.
	<b>Basis for Relative Priority</b>	The community is shifting focus to economic development and promoting small business development and assisting startups will be the most important piece of the effort.
16	<b>Priority Need Name</b>	Marketing Social Services
	<b>Priority Level</b>	Low
	<b>Population</b>	Other
	<b>Geographic Areas Affected</b>	Communitywide
	<b>Associated Goals</b>	
	<b>Description</b>	Continue to provide community education via various outreach methods and channels.
	<b>Basis for Relative Priority</b>	This is something that may be done for public awareness about the existence of services and how they can help or be helped when in need.
17	<b>Priority Need Name</b>	Housing for the Developmentally Disabled
	<b>Priority Level</b>	Low

	<b>Population</b>	Extremely Low Low Moderate Middle Elderly Mentally Ill Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities
	<b>Geographic Areas Affected</b>	Communitywide
	<b>Associated Goals</b>	
	<b>Description</b>	Need collaboration and additional research with multiple agencies to determine needs and resources.
	<b>Basis for Relative Priority</b>	Expected efforts will be preliminary analysis in nature with limited known resources.
18	<b>Priority Need Name</b>	Local Emergency Homeless Housing
	<b>Priority Level</b>	Low
	<b>Population</b>	Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth
	<b>Geographic Areas Affected</b>	Communitywide
	<b>Associated Goals</b>	
	<b>Description</b>	Promote efforts for data collection, analysis and community education.

	<b>Basis for Relative Priority</b>	Expected efforts will be exploratory in nature with limited known resources.
19	<b>Priority Need Name</b>	Sanitary and Storm Sewer Upgrade
	<b>Priority Level</b>	Low
	<b>Population</b>	Non-housing Community Development Other
	<b>Geographic Areas Affected</b>	Old Town Area
	<b>Associated Goals</b>	
	<b>Description</b>	Continue to implement a comprehensive approach to address storm water and sanitary sewer needs identified in the City's master plans.
	<b>Basis for Relative Priority</b>	Extremely expensive projects, beyond the reach by limited CDBG funds, may only be funded with bond issues if approved by voters.
20	<b>Priority Need Name</b>	Safety Improvements Through Signage and Lighting
	<b>Priority Level</b>	Low
	<b>Population</b>	Non-housing Community Development Other
	<b>Geographic Areas Affected</b>	Communitywide
	<b>Associated Goals</b>	
	<b>Description</b>	Identify areas that may be improved for safety through used of additional signage and lighting.
	<b>Basis for Relative Priority</b>	Not as urgent as other needs.
21	<b>Priority Need Name</b>	Community Services Improvements
	<b>Priority Level</b>	Low
	<b>Population</b>	Other

	<b>Geographic Areas Affected</b>	Communitywide
	<b>Associated Goals</b>	
	<b>Description</b>	Improve community services, such as internet and WIFI to promote commerce and economic development.
	<b>Basis for Relative Priority</b>	Great to have, but not urgent.
22	<b>Priority Need Name</b>	CDBG Administration and Planning
	<b>Priority Level</b>	High
	<b>Population</b>	Other
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	CDBG Program Planning/Administration
	<b>Description</b>	All activities necessary for the general administration of the CDBG program initiated and/or carried out by the City, including planning activities as allowed by the CDBG regulations.
	<b>Basis for Relative Priority</b>	Critical to allow CDBG program to function and in compliance.
23	<b>Priority Need Name</b>	Employment Assistance to LMI
	<b>Priority Level</b>	High

<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Rural Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Other
<b>Geographic Areas Affected</b>	Communitywide
<b>Associated Goals</b>	Employment Assistance
<b>Description</b>	Support local programs providing services to help LMI individuals and families for employment opportunities and economic stability.
<b>Basis for Relative Priority</b>	Basic need for individuals and families to survive.

## **Narrative (Optional)**

The public participation process helped identify community needs as discussed in this section of the CON Plan. During the prioritization of needs, "higher scores" were given to those needs that were considered urgent, continuous, easier to implement short-term and long term, not resource intensive but critical to more people. However, some of the needs that fell under the "none-priority" category, can be equally important as the high priority needs but they are normally more resource intensive and take a long time to implement. So they were grouped under low priority needs in this plan not because they are not important and the community needs to address them as resources become available.

## SP-30 Influence of Market Conditions – 91.215 (b)

### Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	
TBRA for Non-Homeless Special Needs	
New Unit Production	
Rehabilitation	Older homes, particularly affordable homes, which make up a good portion of the community's housing stock need ongoing upkeep and renovation in order to maintain a good supply of affordable and sustainable homes for LMI residents.
Acquisition, including preservation	

**Table 53 – Influence of Market Conditions**

## SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)

### Introduction

The Community Development Block Grant is the only known resource to be available to the City of Lee's Summit from various federal resources to address the identified community needs. Local agencies will have opportunities to apply for the ESG grant through the State of Missouri. Public housing needs may also be met with other HUD grants to be awarded to the Lee's Summit Housing Authority. Local agencies will continue to make efforts and explore new funding sources for their programs to meet client needs.

### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder 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	365,566	0	6,442	372,008	0	CDBG allocation expected for program year 2015-16.
General Fund	public - local	Admin and Planning	30,000	0	0	30,000	0	City General Fund will cover employee time and other expected expenses associated with CDBG activities. Expected Amount is only a rough estimate.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Public Housing Capital Fund	public - federal	Housing	92,000	0	0	92,000	0	LSHA receives Public Housing Capital Improvement Funds from HUD.
Other	private	Housing	0	0	0	0	0	Volunteer labor
Other	private	Public Services	254,900	0	0	254,900	0	In-kind donations or donations from various charity organizations supporting programs offered by a number of non-profit agencies, including Lee's Summit Social Services, ReDiscover, Community Mediation Center, Hope House, etc. The expected amount is a rough estimated total from information provided by different agencies applying for CDBG funding.

Table 54 - Anticipated Resources

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The CDBG funding will leverage other resources for most of our programs that vary. For CDBG administration, the City will cover a major portion of the administrative cost with its general fund. Lee's Summit Housing Authority projects leverage other federal funds for capital expenses. Other subrecipients combine CDBG allocations with a variety of resources, including in-kind donations, local grants, local churches, local charities, private foundations, private fundraising, State funding resources, etc. The City will not require funding match for any of the CDBG funded programs and projects.

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

N/A.

**Discussion**

## SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
CITY OF LEE'S SUMMIT	Government	Planning	Jurisdiction
LEE'S SUMMIT HOUSING AUTHORITY	PHA	Public Housing Rental	Region
LEE'S SUMMIT SOCIAL SERVICES	Subrecipient	Homelessness Non-homeless special needs public services	Region
HOPE HOUSE, INC.	Subrecipient	Homelessness Non-homeless special needs public services	Region
Hillcrest Transitional Housing of Eastern Jackson County	Community/Faith-based organization	Rental	Jurisdiction
REDISCOVER MENTAL HEALTH	Subrecipient	Non-homeless special needs public services	Jurisdiction
DEVELOPING POTENTIAL INC.	Subrecipient	Non-homeless special needs public services	Jurisdiction
COMMUNITY SERVICES LEAGUE	Non-profit organizations	Non-homeless special needs public services	Jurisdiction
Truman Heritage Habitat for Humanity	Community/Faith-based organization	Ownership	Jurisdiction
Coldwater of Lee's Summit	Community/Faith-based organization	Non-homeless special needs public services	

**Table 55 - Institutional Delivery Structure**

### Assess of Strengths and Gaps in the Institutional Delivery System

The majority of the participating agencies and organizations have been in operation providing services of their specialties for many years in the region or in the community. Most of the agencies have been beneficiaries of the CDBG program and have been working closely with the City in planning and implementation of local programs to address local needs. However, most of the participating agencies

work under limited resources and rely on CDBG to maintain the level of service they have been providing. Limited resources limit their abilities to keep up with the needs.

**Availability of services targeted to homeless persons and persons with HIV and mainstream services**

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
<b>Homelessness Prevention Services</b>			
Counseling/Advocacy	X	X	
Legal Assistance			
Mortgage Assistance	X		
Rental Assistance	X		
Utilities Assistance	X		
<b>Street Outreach Services</b>			
Law Enforcement			
Mobile Clinics			
Other Street Outreach Services			
<b>Supportive Services</b>			
Alcohol & Drug Abuse	X		
Child Care	X		
Education	X		
Employment and Employment Training			
Healthcare			
HIV/AIDS			
Life Skills	X		
Mental Health Counseling	X		
Transportation			
<b>Other</b>			

**Table 56 - Homeless Prevention Services Summary**

**Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)**

The majority of the local programs included in this plan do not have a focus on services targeting homeless population and/or persons with HIV. They are primarily services based on local needs of LMI persons, families and persons with special needs. Homeless needs are largely addressed through the Jackson County Continuum of Care and other state and regional programs.

Local programs range from basic needs, such as food, clothing, housing, rents, medicine, school supplies, to special needs, such as mental health counseling, developmental disability assistance, and shelter and assistance for victims of domestic violence. However, some of these services are stretching thin and are not able to meet all the needs of the community. Limited funding sources also limit the extent of the service capabilities.

**Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above**

A wide range of services is available and in close proximity to the community for persons with special needs. The Jackson County CoC provides a well coordinated regional program for population experience homelessness. The most noticeable gap of the service delivery system is shortage of funding.

**Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs**

The City will continue to work closely with local and regional stakeholders and partners in its planning effort to address priority community needs and to identify and leverage all possible resources. The City should provide the best support to the partners it can offer to ensure effectiveness. In the meantime, the City will take advantage of every opportunity to encourage expansion of needed services to Lee's Summit that are not yet available.

## SP-45 Goals Summary – 91.215(a)(4)

### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Services for Developmentally Challenged Persons	2015	2019	Non-Homeless Special Needs	Communitywide	Mental Health/Substance Abuse Assistance Daycare/Respite Care for Persons of Special Needs	CDBG: \$12,200	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 30 Persons Assisted
2	Services for Mental Health and Substance Abuse	2015	2019	Non-Homeless Special Needs	Communitywide	Mental Health/Substance Abuse Assistance	CDBG: \$3,500	Public service activities other than Low/Moderate Income Housing Benefit: 110 Persons Assisted
3	Emergency Needs of LMI Persons/Families	2015	2019	Non-Homeless Special Needs	Communitywide	Urgent Needs of LMI Persons and Families	CDBG: \$26,500	Public service activities other than Low/Moderate Income Housing Benefit: 10000 Persons Assisted
4	Services for Victims of Domestic Violence	2015	2019	Homeless Non-Homeless Special Needs	Communitywide	Expansion of Abuse Center Capacity Daycare/Respite Care for Persons of Special Needs	CDBG: \$17,500	Public service activities other than Low/Moderate Income Housing Benefit: 52 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Food Services for Persons with Special Needs	2017	2019	Non-Homeless Special Needs	Communitywide	Food Services for Persons of Special Needs	CDBG: \$3,000	Public service activities other than Low/Moderate Income Housing Benefit: 12 Persons Assisted
6	Homebuyer Mortgage Assistance	2015	2019	Affordable Housing	Communitywide	Assistance for First Time Homebuyers	CDBG: \$15,000	Direct Financial Assistance to Homebuyers: 5 Households Assisted
7	Home Repairs	2015	2019	Affordable Housing	Old Town Area Communitywide	Affordable Housing and Home Repairs	CDBG: \$140,000	Homeowner Housing Rehabilitated: 14 Household Housing Unit
8	Public Housing	2015	2019	Affordable Housing Public Housing	Old Town Area	Affordable Housing and Home Repairs	CDBG: \$89,008	Rental units rehabilitated: 50 Household Housing Unit
9	Homeless Prevention/Emergency Shelter	2015	2019	Affordable Housing Homeless	Old Town Area Communitywide	Transitional Housing & Domestic Violence Shelters	CDBG: \$0	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 0 Households Assisted
10	Emergency Repairs of Public Facilities	2015	2019	Public Facility	Communitywide	Public Facility Improvements - Non-profit Agencies	CDBG: \$0	Other: 0 Other
11	CDBG Program Planning/Administration	2015	2019	Planning and Administration		CDBG Administration and Planning	CDBG: \$61,000	Other: 1 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
12	Employment Assistance	2015	2019	Employment Assistance	Communitywide	Employment Assistance to LMI	CDBG: \$4,300	Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted

Table 57 – Goals Summary

### Goal Descriptions

1	<b>Goal Name</b>	Services for Developmentally Challenged Persons
	<b>Goal Description</b>	Support local agencies such as Developing Potential, Inc. for services targeting developmentally challenged individuals.
2	<b>Goal Name</b>	Services for Mental Health and Substance Abuse
	<b>Goal Description</b>	Support local agencies such as ReDiscover for services targeting children and adults with mental health and substance abuse issues.
3	<b>Goal Name</b>	Emergency Needs of LMI Persons/Families
	<b>Goal Description</b>	Financial support for social service agencies such as Lee's Summit Social Services providing emergency assistance to LMI persons, families and homeless.
4	<b>Goal Name</b>	Services for Victims of Domestic Violence
	<b>Goal Description</b>	Support local agencies benefiting victims of domestic violence, including parents and children.

5	<b>Goal Name</b>	Food Services for Persons with Special Needs
	<b>Goal Description</b>	Support for local agencies offering food and nutrition services to persons with special needs, including seniors, children, persons with disabilities and LMI persons.
6	<b>Goal Name</b>	Homebuyer Mortgage Assistance
	<b>Goal Description</b>	Down payment and closing cost assistance to first time homebuyers to secure mortgage loans for affordable homes.
7	<b>Goal Name</b>	Home Repairs
	<b>Goal Description</b>	Provide financial assistance to qualified homeowners for needed repairs to their homes to meet city codes and building standards and maintain the integrity of the neighborhoods.
8	<b>Goal Name</b>	Public Housing
	<b>Goal Description</b>	Continue to support capital improvement needs and residential rehab needs of the Lee's Summit Housing Authority.
9	<b>Goal Name</b>	Homeless Prevention/Emergency Shelter
	<b>Goal Description</b>	Provide financial assistance for needed improvements and repairs to local emergency shelters and transitional housing establishments to address the needs of domestic violence victims and families at risk of becoming homeless.
10	<b>Goal Name</b>	Emergency Repairs of Public Facilities
	<b>Goal Description</b>	CDBG funded public service agencies' facilities are considered public facilities under the CDBG program. Emergency repairs at these facilities are critical to ensure uninterrupted service.
11	<b>Goal Name</b>	CDBG Program Planning/Administration
	<b>Goal Description</b>	All activities initiated and/or carried out by the City for the general administration of the CDBG program as well as any planning activities as deemed appropriate by the City.
12	<b>Goal Name</b>	Employment Assistance
	<b>Goal Description</b>	Support local programs providing services helping LMI individuals and families to find jobs and become economically stable.

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)**

The City of Lee's Summit will not provide CDBG funding for construction of new housing for LMI families. However, through various local programs, some of which will receive CDBG support, existing housing of LMI families and households will benefit from the CDBG program and other resources. The Lee's Summit Housing Authority operates a total of 116 units, which will benefit from the CDBG program as well as other federal funding. The Minor Home Repair program will assist homeowners for needed repairs. Hillcrest Transitional Housing operates 16 transitional housing units to benefit LMI and homeless families.

## **SP-50 Public Housing Accessibility and Involvement – 91.215(c)**

### **Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)**

Not Applicable.

### **Activities to Increase Resident Involvements**

The LSHA works in cooperation with its “residents” in the development of policy and management of the program. Residents participate in the planning process involved with the 5-Year and Annual Plan Updates. Policy changes and projects that have a direct or indirect impact on residents are discussed at resident meetings. At “pot-luck” dinners each month, LSHA staff members and residents meet to discuss “issues” and develop strategies. LSHA publishes a newsletter which is distributed to residents monthly. The newsletter contains information regarding administration of the housing authority; including implementation of policy changes as promulgated by HUD or discretionary changes by LSHA. The LSHA takes an “open-door” approach to hearing ideas and concerns raised by residents.

### **Is the public housing agency designated as troubled under 24 CFR part 902?**

No

### **Plan to remove the ‘troubled’ designation**

Not Applicable.

## **SP-55 Barriers to affordable housing – 91.215(h)**

### **Barriers to Affordable Housing**

The City's adopted public policies and standards pertaining to development as well as housing development and residential investment in the community are designed and updated to promote and protect community values, to ensure quality, to improve sustainability, to protect property values and investments, and to provide equal opportunities for all. The City does not and will not endorse and put in place any public policies that will prevent investment and development of affordable housing.

### **Comprehensive Plan**

The City's Comprehensive Plan promotes a variety of housing types in the community to encourage diversity of housing in density, style, size, and price range to meet a wide spectrum of housing needs. The City updates its Comprehensive Plan on a regular basis and has been promoting creative planning and design of neighborhoods through the implementation of the Planned-Mixed Use concept to allow a well balanced housing mix in new large-scale developments.

### **Land use regulations**

In August 2012, the M-150 Corridor Overlay was adopted into the City's Unified Development Ordinance (UDO). This created four new zoning districts and development standards including a sustainability point system for the overlay. The overlay was designed to promote housing development that provides a good mix of housing choices.

The City's Unified Development Ordinance for zoning and subdivision regulations has the following characteristics:

1. Most zoning districts are "Planned" districts, with the exception of agricultural and standard single-family districts. All preliminary development plans must be approved through a public hearing process, including a public notification process, which gives rise to the possibility of the NIMBY (Not in my back yard) syndrome, if adjacent residents come out in opposition to an affordable or high density development.
2. Relatively low densities are permitted in the residential zoning districts in Lee's Summit. However, a developer can achieve a higher density for a development through the public hearing approval process. The City Council has the authority to modify one or more of the development regulations if they conclude that the development proposed by the plan will provide sustainable value to the City, incorporate sound planning principles and design elements that are compatible with surrounding properties and consistent throughout the project, effectively utilize the land upon which the development is proposed, and further the goals, spirit and intent of the ordinance.

The City will continue to review and update the Comprehensive Plan and the UDO on an on-going basis, with a goal of promoting diversity of housing in terms of density, style, size, and price range in order to meet a wide spectrum of housing needs.

### **Building code and standards**

The Codes Administration Division considers the cost implications of new building code requirements (or code amendments) when processing any such changes. The building codes administered within Lee's Summit are based on the 2014 edition of the International Residential Code and local amendments are incorporated based on regional and local values and experiences. While some amendments may increase the cost of construction, others either decrease or maintain the cost of constructing residential structures within the community. Any new code requirements or code amendments are first discussed with the local development community and subsequently presented at a public meeting before the City's Community Economic Development Committee.

### **Strategy to Remove or Ameliorate the Barriers to Affordable Housing**

The City does not have policies, regulations, standards and practices that prevent or discourage provision of affordable housing in the community. However, the City will continue its efforts to promote provision of affordable housing and address barriers as they occur. Examples of these efforts are as follows:

- Review and update the Comprehensive Plan, zoning regulations, and building codes as necessary to encourage affordable housing.
- Work with developers and financing institutions where possible to increase affordable housing.
- Continue the effort to educate the public on the importance of provision of affordable housing.
- Continue the effort and support for up-keep of existing affordable housing.

In addition, the City will:

- Continue to attend the Kansas City Regional Consortium on Fair Housing regular meetings at the regional level discussing regional strategies and solutions.
- Continue to implement the First Time Homebuyer (FTHB) and Minor Home Repair (MHR) programs. The FTHB Program assists LMI persons in purchasing their first homes by providing funds up to \$3,000 for the required mortgage down payment, the closing cost, or a combination of the two. The MHR Program assists LMI homeowners for necessary residential exterior repairs (i.e., window, door, roof, paint, etc.) to prevent them from further deterioration.
- Continue to support public housing by working closely with Lee's Summit Housing Authority to ensure that no dwelling units currently in service will be out of service due to inhabitable conditions.
- Continue to work with transition housing services to ensure that available units are well maintained.

- Continue to utilize the public hearing process to address concerns and NIMBYism (“Not In My Back Yard” attitude) related to housing development projects.
- Continue to encourage the use of the Planned Mixed Use zoning district in areas of new growth as well as developed areas. This zoning district encourages a mix of housing types in residential developments.
- Take every planning opportunity to promote policies of housing diversification, especially when the City conducts Comprehensive Plan amendments, area plans, corridor plans, redevelopment and neighborhood revitalization plans.

## **SP-60 Homelessness Strategy – 91.215(d)**

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

Through the Jackson County Continuum of Care, the Homeless Services Coalition of Greater Kansas City, effective implementation of the ‘housing first’ approach to ending homelessness has effectively reduced the overall number of homeless individuals and families throughout the County. Success is largely attributed to the use of the Vulnerability Index/Service Prioritization Decision Assessment Tool as a means of identifying homeless individuals and the housing priority. This tool serves the dual purposes of reaching out to homeless persons as well as assessing their individual needs, including access to shelter and vulnerabilities to illness. The enhanced information provided through the Vulnerability Index helps both municipalities and support services to effectively assess and meet needs.

In collaboration with HSCGKC, Lee’s Summit will continue striving to end chronic homelessness by addressing through service providers the underlying financial, medical and behavioral health barriers of individuals and families that led them to homelessness. In this role the City can encourage more active participation among community social services with HSCGKC. In doing so, these agencies can avoid duplicating services elsewhere in the CoC area, and also be enveloped by existing programs that can complement those in Lee’s Summit.

### **Addressing the emergency and transitional housing needs of homeless persons**

The City’s strategy for addressing the emergency and transitional housing needs of people who are homeless or at risk of homelessness includes sustained funding that maintains existing shelters and services, through the allocation of Community Development Block Grant resources to local entities that leverage further resources for that purpose. This includes funds Hillcrest Transitional Housing, Hope House, ReDiscover, and the Lee’s Summit Housing Authority. Coordination among different agencies and service providers to assist the homeless and prevent homelessness will be led by HSCGKC. The CoC will engage and coordinate resources to improve current programs and funding strategies.

### **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 strategy for helping people who are homeless, particularly the chronically homeless, transition to stable housing and independent living focuses on better coordination with the Jackson County CoC while maintaining the level of appropriate supportive services and the number of units of permanent supportive housing provided by local agencies. Needs associated with this stage of the process are

largely addressed by non-profit organizations like Hillcrest Transitional Housing and local churches. Hillcrest Transitional Housing is a faith-based non-profit agency designed to move families from homelessness to self-sufficiency by providing 90 days of rent and utility-free housing. Additionally, the program offers life skills counseling and nutrition. Local churches often provide similar services without any assistance from the CDBG Program, but nonetheless play an important role in helping homeless individuals and families make the transition to permanent housing.

Collaboration with service providers throughout the process ensures that families seeking shelter or housing have appropriate referrals available to them. Additionally, a program for landlord awareness can help make certain that those families are not denied admission to housing opportunities and are offered information on obtaining housing grants, assistance, and vouchers.

**Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs**

Prevention initiatives play a central role in short and long term strategies to help low-income individuals and families avoid becoming homeless. Local agencies providing housing assistance and emergency shelters have already built into their programs homeless prevention counseling for the people and families they serve.

The long term strategy may include facilitation of job training and employment assistance as a means to preventing homelessness. The City, through its focus group needs assessment process adopted the priority of analyzing the community's workforce training systems. In doing so, the community hopes to identify gaps and expand training opportunities in collaboration with local educational institutions and organizations. By improving upon the workforce training systems of the community, Lee's Summit hopes to effectively connect workers to employment.

## **SP-65 Lead based paint Hazards – 91.215(i)**

### **Actions to address LBP hazards and increase access to housing without LBP hazards**

The City does not have specific data regarding the extent of lead-based paint hazard existing in residential units. During the Consolidated Plan development, several sources were consulted. On a State level, data from the Missouri Department of Health and Senior Services was collected from the 2012 State Lead Report. This document, coupled with the Childhood Lead Testing Report of 2013, identified 12 cases in Cass and Jackson Counties where harmful levels of lead were detected in children. However, the data does not specify the number of local cases.

The City's primary goal is to make all efforts to educate homeowners, renters and landlords regarding the danger of lead-based paint hazard. The City is already enforcing policies where contractors working on residential rehabilitation projects are required to be properly licensed to perform Safe Work Practices to prevent lead-based paint hazards from further contamination and becoming dangers to residents. The CDBG-funded Minor Home Repair and First Time Homebuyer programs will enforce federally mandated environmental review requirements. The City will continue to provide educational information regarding lead-based paint hazards to homeowners and home buyers through these programs.

### **How are the actions listed above related to the extent of lead poisoning and hazards?**

The City will continue to implement the following strategies to address lead-based paint hazards.

- Continue public awareness and education campaign
- Continue consultation with the State and County health departments on lead-poisoning cases and prevention efforts
- Continue to conduct lead-based paint inspections, if applicable, on housing structures to be purchased through the First Time Homebuyer program before funds are committed
- Enforce EPA mandates pertaining to the proper licensing of contractors/remodelers performing home repairs in Lee's Summit
- Enforce the Safe Work Practices regulations by closely monitoring work procedures on site of construction
- Obtain proper training and certification for staff, as needed

There is no evidence of serious lead poisoning and existence of hazards. However, the City will continue with the practices already in place.

### **How are the actions listed above integrated into housing policies and procedures?**

The City's Planning and Codes Administration Department has the responsibility of educating the community about the hazards presented by lead-based paint. Additionally the City's First-time

Homebuyer and Minor Home Repair Programs, both funded by the CDBG program, actively seek to identify homes where the risk of lead hazard may be present. To qualify as a first time homebuyer, any home built before 1978 must pass a deteriorated paint inspection. Any failed inspection mandates the application of HUD regulations regarding the abatement of lead-based paint prior to the dispensation of the grants associated with the program. For any Minor Home Repair Program project, Lead Safe Work Practices are required to be utilized by all certified contractors.

## **SP-70 Anti-Poverty Strategy – 91.215(j)**

### **Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families**

The City will continue to utilize CDBG program funds to help leverage local resources and assist local agencies and programs to sustain services critical to the residents and families who are struggling financially, physically and mentally. These programs primarily help LMI persons and families to prevent homelessness, to obtain life skills, to function as normal persons in a family or in the society, to have decent living conditions, and, for some, to move themselves out of poverty situation. While it is impossible to know the actual number of poverty-level families will be reduced through these programs, it is obvious that almost all programs the City's CDBG program supports focus on helping LMI persons and families.

### **How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan**

Lee's Summit has been taking a rather comprehensive approach to address poverty in our community. This approach utilizes the efforts of a wide range of agencies and organizations and funding from a wide variety of sources. Programs such as social services to meet the basic needs of LMI individuals and families, shelter and counseling for domestic violence victims, free food for chronically hungry school children, mental health services for children and adults, services for abused children, and counseling for adults with substance addiction. This cooperation between the City and local not-for-profits and faith-based organizations continues to grow. In recent years, new services have started to expand into Lee's Summit due to increase in need.

The City makes every effort to coordinate the implementation of its existing affordable housing programs—the First-Time Homebuyer Program, Minor Home Repair Program, and Lee's Summit Social Services—with social service agencies involved in providing housing services to populations that are of low and very low income.

## **SP-80 Monitoring – 91.230**

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

As required by HUD, the City will continue to implement a CDBG Monitoring Program throughout the 2015-2019 timeframe. The primary goal of this program is to ensure subrecipient compliance with all the relevant regulations and requirements as a condition to receive CDBG assistance.

It is the City's position to implement a comprehensive monitoring program, which will include subrecipient education on the relevant regulations and policies, frequent communication between the City and the subrecipients on compliance measures and issues, quarterly subrecipient accomplishment reports, subrecipient site visits and examination of subrecipient records.

In addition to staff visits to subrecipient sites and examination of subrecipient records on an as-needed basis throughout the program period, the City will conduct planned monitoring visits to subrecipient sites each program year on a schedule to be determined.

## Expected Resources

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

#### Introduction

The Community Development Block Grant is the only known resource to be available to the City of Lee's Summit from various federal resources to address the identified community needs. Local agencies will have opportunities to apply for the ESG grant through the State of Missouri. Public housing needs may also be met with other HUD grants to be awarded to the Lee's Summit Housing Authority. Local agencies will continue to make efforts and explore new funding sources for their programs to meet client needs.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder 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	365,566	0	6,442	372,008	0	CDBG allocation expected for program year 2015-16.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
General Fund	public - local	Admin and Planning	30,000	0	0	30,000	0	City General Fund will cover employee time and other expected expenses associated with CDBG activities. Expected Amount is only a rough estimate.
Public Housing Capital Fund	public - federal	Housing	92,000	0	0	92,000	0	LSHA receives Public Housing Capital Improvement Funds from HUD.
Other	private	Housing	0	0	0	0	0	Volunteer labor
Other	private	Public Services	254,900	0	0	254,900	0	In-kind donations or donations from various charity organizations supporting programs offered by a number of non-profit agencies, including Lee's Summit Social Services, ReDiscover, Community Mediation Center, Hope House, etc. The expected amount is a rough estimated total from information provided by different agencies applying for CDBG funding.

Table 58 - 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 CDBG funding will leverage other resources for most of our programs that vary. For CDBG administration, the City will cover a major portion

of the administrative cost with its general fund. Lee's Summit Housing Authority projects leverage other federal funds for capital expenses. Other subrecipients combine CDBG allocations with a variety of resources, including in-kind donations, local grants, local churches, local charities, private foundations, private fundraising, State funding resources, etc. The City will not require funding match for any of the CDBG funded programs and projects.

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

N/A.

**Discussion**

## 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	Home Repairs	2015	2019	Affordable Housing	Communitywide	Affordable Housing and Home Repairs	CDBG: \$140,000	Homeowner Housing Rehabilitated: 14 Household Housing Unit
2	Emergency Needs of LMI Persons/Families	2015	2019	Non-Homeless Special Needs	Old Town Area Communitywide	Urgent Needs of LMI Persons and Families	CDBG: \$26,500	Public service activities other than Low/Moderate Income Housing Benefit: 3600 Persons Assisted
3	Services for Mental Health and Substance Abuse	2015	2019	Non-Homeless Special Needs	Old Town Area Communitywide	Mental Health/Substance Abuse Assistance	CDBG: \$3,500	Public service activities other than Low/Moderate Income Housing Benefit: 110 Persons Assisted
4	Services for Victims of Domestic Violence	2015	2019	Homeless Non-Homeless Special Needs	Communitywide	Mental Health/Substance Abuse Assistance	CDBG: \$17,500	Public service activities other than Low/Moderate Income Housing Benefit: 52 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Homebuyer Mortgage Assistance	2015	2019	Affordable Housing	Communitywide	Assistance for First Time Homebuyers	CDBG: \$15,000	Public service activities for Low/Moderate Income Housing Benefit: 5 Households Assisted
6	Services for Developmentally Challenged Persons	2015	2019	Non-Homeless Special Needs	Communitywide	Mental Health/Substance Abuse Assistance	CDBG: \$12,200	Public service activities other than Low/Moderate Income Housing Benefit: 30 Persons Assisted
7	Public Housing	2015	2019	Affordable Housing Public Housing	Old Town Area	Affordable Housing and Home Repairs	CDBG: \$89,008	Rental units rehabilitated: 50 Household Housing Unit
9	CDBG Program Planning/Administration	2015	2019	Planning and Administration	Communitywide	CDBG Administration and Planning	CDBG: \$61,000	Other: 1 Other
10	Employment Assistance	2015	2019	Employment Assistance	Communitywide	Employment Assistance to LMI	CDBG: \$4,300	Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted

**Table 59 – Goals Summary**

## Goal Descriptions

1	<b>Goal Name</b>	Home Repairs
	<b>Goal Description</b>	Continue to fund the minor home repair program to provide financial assistance to LMI homeowners who need critical repairs to their homes. This also implements the community's strategy for the upkeep of the affordable housing stock.
2	<b>Goal Name</b>	Emergency Needs of LMI Persons/Families
	<b>Goal Description</b>	Lee's Summit Social Services provides food, clothing, supplies, rental assistance, medical assistance to LMI persons with emergency needs.
3	<b>Goal Name</b>	Services for Mental Health and Substance Abuse
	<b>Goal Description</b>	Agencies providing services for persons with mental health issues and substance abuse problems.
4	<b>Goal Name</b>	Services for Victims of Domestic Violence
	<b>Goal Description</b>	Hope House providing emergency shelter and services for moms and children running away from domestic violence.
5	<b>Goal Name</b>	Homebuyer Mortgage Assistance
	<b>Goal Description</b>	Providing up to \$3,000 for mortgage assistance to cover closing cost and up to 50% down payment for qualified first time homebuyers.
6	<b>Goal Name</b>	Services for Developmentally Challenged Persons
	<b>Goal Description</b>	Providing services to Lee's Summit residents with developmental disabilities.
7	<b>Goal Name</b>	Public Housing
	<b>Goal Description</b>	Provide assistance to Lee's Summit Housing Authority to complete its HVAC project.
9	<b>Goal Name</b>	CDBG Program Planning/Administration
	<b>Goal Description</b>	All activities and associated expenses for the general administration of the CDBG program, including planning activities as allowed by HUD regulations.

<b>10</b>	<b>Goal Name</b>	Employment Assistance
	<b>Goal Description</b>	Provide assistance to LMI individuals and families to find jobs, keep jobs and become economically stable.

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

The City solicited proposals to be considered for CDBG funding during the 2015-16 program year from local and regional not-for-profit organizations and agencies providing housing and public services that address the priority needs of the community, as identified during the City's public participation process. The majority of the proposals received are for the existing programs and services, while some are for new programs/projects. The funding requests far exceed the anticipated CDBG grant allocation for the year. Therefore, fund distribution will focus on the existing programs and services.

### Projects

#	Project Name
1	Lee's Summit Social Services Operating Expenses
2	First Time Homebuyer
3	Case Management for At-risk Elementary Children
4	Parenting with Love and Logic
5	BackSnack Program
7	Children's Therapy Services
8	HVAC Systems Upgrade II
9	Minor Home Repair Program
10	Fire and Intrusion Detection/Alarm System
12	CDBG Administration and Planning
13	Work Express Program

Table 60 – Project Information

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

**AP-38 Project Summary**  
**Project Summary Information**

<b>1</b>	<b>Project Name</b>	Lee's Summit Social Services Operating Expenses
	<b>Target Area</b>	Communitywide
	<b>Goals Supported</b>	Emergency Needs of LMI Persons/Families
	<b>Needs Addressed</b>	Urgent Needs of LMI Persons and Families
	<b>Funding</b>	CDBG: \$26,500
	<b>Description</b>	Provide CDBG funding to assist with the agency's operating cost, including utilities, communication services and vehicle usage and maintenance.
	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	3,600 persons/families.
	<b>Location Description</b>	The agency serves LMI persons and families from Lee's Summit and eastern Jackson County areas.
	<b>Planned Activities</b>	Providing emergency assistance to persons and families who need food, clothing, utility assistance, medical assistance, school supplies, etc.
<b>2</b>	<b>Project Name</b>	First Time Homebuyer
	<b>Target Area</b>	Communitywide
	<b>Goals Supported</b>	Homebuyer Mortgage Assistance
	<b>Needs Addressed</b>	Assistance for First Time Homebuyers
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	Provides up to \$3,000 for qualified first time homebuyers to cover the required closing cost and up to 50% of the down payment for securing a mortgage loan for the purchase of a home in Lee's Summit.
	<b>Target Date</b>	12/31/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	5 first time homebuyers that income qualify for federal assistance.
	<b>Location Description</b>	Specific location unknown but homes to be purchased will be within Lee's Summit city limits.

	<b>Planned Activities</b>	First Time Homebuyer Program.
<b>3</b>	<b>Project Name</b>	Case Management for At-risk Elementary Children
	<b>Target Area</b>	Old Town Area
	<b>Goals Supported</b>	Services for Mental Health and Substance Abuse
	<b>Needs Addressed</b>	Mental Health/Substance Abuse Assistance
	<b>Funding</b>	CDBG: \$2,750
	<b>Description</b>	A school-based program to provide needed counseling for elementary students identified to be at-risk.
	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	100 elementary school children at-risk of behavioral health issues.
	<b>Location Description</b>	In Lee's Summit Elementary School in LMI area.
	<b>Planned Activities</b>	Case management at elementary school.
<b>4</b>	<b>Project Name</b>	Parenting with Love and Logic
	<b>Target Area</b>	Communitywide
	<b>Goals Supported</b>	Services for Mental Health and Substance Abuse
	<b>Needs Addressed</b>	Mental Health/Substance Abuse Assistance
	<b>Funding</b>	CDBG: \$750
	<b>Description</b>	Provide scholarship for parents taking classes on becoming empowered in their interactions with their children at risk.
	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	10 parents and children.
	<b>Location Description</b>	Various locations in Lee's Summit
	<b>Planned Activities</b>	Classes by certified instructors.
<b>5</b>	<b>Project Name</b>	BackSnack Program
	<b>Target Area</b>	Communitywide
	<b>Goals Supported</b>	Emergency Needs of LMI Persons/Families

	<b>Needs Addressed</b>	Food Services for Persons of Special Needs Urgent Needs of LMI Persons and Families
	<b>Funding</b>	CDBG: \$3,000
	<b>Description</b>	Provide free bagged lunches through the BackSnack program of Harvesters for chronically hungry school children.
	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	12 school children
	<b>Location Description</b>	Lee's Summit School District
	<b>Planned Activities</b>	Provide backpacks of free lunches to school children
<b>6</b>	<b>Project Name</b>	Children's Therapy Services
	<b>Target Area</b>	Communitywide
	<b>Goals Supported</b>	Services for Victims of Domestic Violence
	<b>Needs Addressed</b>	Urgent Needs of LMI Persons and Families
	<b>Funding</b>	CDBG: \$17,500
	<b>Description</b>	Provide services focusing on issues relevant to children who have been exposed to violence, such as self-esteem, safety planning, conflict resolution skills and healthy ways of managing emotions.
	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	52 children exposed to violence.
	<b>Location Description</b>	At Hope House facility in Lee's Summit.
	<b>Planned Activities</b>	Sessions providing therapy for children exposed to violence.
<b>7</b>	<b>Project Name</b>	HVAC Systems Upgrade II
	<b>Target Area</b>	Old Town Area
	<b>Goals Supported</b>	Public Housing
	<b>Needs Addressed</b>	Affordable Housing and Home Repairs
	<b>Funding</b>	CDBG: \$89,008

	<b>Description</b>	This is phase 2 of HVAC system upgrade at Lee's Summit Housing Authority to reduce pollution and conserve energy.
	<b>Target Date</b>	12/31/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	50 housing units improved for LMI residents
	<b>Location Description</b>	Lee's Summit Housing Authority
	<b>Planned Activities</b>	HVAC upgrade phase II.
<b>8</b>	<b>Project Name</b>	Minor Home Repair Program
	<b>Target Area</b>	Communitywide
	<b>Goals Supported</b>	Home Repairs
	<b>Needs Addressed</b>	Affordable Housing and Home Repairs
	<b>Funding</b>	CDBG: \$140,000
	<b>Description</b>	Provide minor exterior repairs and minor private sanitary sewer repairs to eligible homeowners.
	<b>Target Date</b>	12/31/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	14 homes of LMI households.
	<b>Location Description</b>	In Lee's Summit corporate limits.
	<b>Planned Activities</b>	Provide grants up to \$10,000 for minor exterior home repairs and up to \$3,000 for minor private sanitary sewer repairs for LMI households in Lee's Summit.
<b>9</b>	<b>Project Name</b>	Fire and Intrusion Detection/Alarm System
	<b>Target Area</b>	Communitywide
	<b>Goals Supported</b>	Services for Developmentally Challenged Persons
	<b>Needs Addressed</b>	Public Facility Improvements - Non-profit Agencies
	<b>Funding</b>	CDBG: \$12,200
	<b>Description</b>	Purchase and installation of a fire and intrusion detection and alarm system in the building owned by Developing Potential at 251 NW Executive Way.
	<b>Target Date</b>	12/31/2016

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	30 individuals with developmental disabilities
	<b>Location Description</b>	251 NW Executive Way in Developing Potential building.
	<b>Planned Activities</b>	Purchase and install fire and intrusion detection and alarm system.
<b>10</b>	<b>Project Name</b>	CDBG Administration and Planning
	<b>Target Area</b>	Communitywide
	<b>Goals Supported</b>	CDBG Program Planning/Administration
	<b>Needs Addressed</b>	CDBG Administration and Planning
	<b>Funding</b>	CDBG: \$61,000
	<b>Description</b>	All activities and associated expenses for the general administration of the CDBG program, including planning related activities as allowed by HUD regulations.
	<b>Target Date</b>	12/31/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A. Program administration.
	<b>Location Description</b>	
<b>Planned Activities</b>	All expenses associated with general administration of the CDBG program.	
<b>11</b>	<b>Project Name</b>	Work Express Program
	<b>Target Area</b>	Communitywide
	<b>Goals Supported</b>	Employment Assistance
	<b>Needs Addressed</b>	Employment Assistance to LMI
	<b>Funding</b>	CDBG: \$4,300
	<b>Description</b>	Assist individuals and families by helping them find employment, keep jobs and become economically stable.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	100

	<b>Location Description</b>	Not location specific.
	<b>Planned Activities</b>	Career Coach salary expenses providing services to LMI individuals and families to find jobs, keep jobs and become economically stable.

## **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**

The programs to be funded target LMI persons and families and persons with special needs regardless of their location in Lee's Summit. The majority of the agencies to receive CDBG funding are located within or immediately adjacent to the old town area of the community.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Old Town Area	
Communitywide	100

**Table 61 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

Generally, there is no priority given based on geographic location. The programs/projects are funded to serve the needs of targeted clients regardless of geographic locations, so long as the clients are Lee's Summit residents. Some services go beyond the city limits.

### **Discussion**

The City identified three different Geographic Distribution Target Areas for the purpose of the Consolidated Plan: Downtown, Old Town Area and Communitywide. However, the programs and services to be supported through the CDBG program target the populations that the CDBG program is designed for, without an obvious emphasis on the geographic locations of the clients. As shown above, the City intends to allocate funding for programs and services that do not specifically have a geographic focus. However, most of these programs and services benefit the population located in Downtown and Old Town Area.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

For the 2015-16 Action Plan, the City anticipates supporting the LSHA, First-Time Homebuyer and Minor Home Repair Programs at levels specified in the projects section of the plan. This means that the City expects to benefit approximately 21 households through the LSHA HVAC improvements, 5 households through the First-Time Homebuyer Program, and 14 households through the Minor Home Repair Program.

The LSHA HVAC improvements activity was requested to benefit 50 households in the Lee Haven Apartments; however, due to funding constraints staff is only recommending funding for a portion of this activity. The City’s First-Time Homebuyer Program is a long standing on-going activity that provides funding towards closing costs and/or down payment support. The Minor Home Repair Program has been a long standing activity of the City, providing support to LMI home and emergency repairs to the exterior of homes.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	0
Non-Homeless	40
Special-Needs	0
Total	40

**Table 62 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	54
Acquisition of Existing Units	0
Total	54

**Table 63 - One Year Goals for Affordable Housing by Support Type**  
**Discussion**

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The Lee's Summit Housing Authority (LSHA) has two developments: Duncan Estates and Lee Haven Apartments, with a total of 116 dwelling units. Both developments are in fair condition and have been well maintained. CDBG funds will be provided to the LSHA for HVAC improvements Phase II during the 2015-16 Action Plan.

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

During the 2015-16 Program Year, the City plans to support the Lee's Summit Housing Authority (LSHA) by providing CDBG assistance with their HVAC improvements for Lee Haven Apartments. The LSHA HVAC improvements Phase II benefits 50 households in the Lee Haven Apartments, if fully funded; however, due to funding constraints, CDBG will fund a portion of this activity. It is anticipated that approximately 21 of the 50 housing units in Lee Haven will benefit from the funding assistance provided via CDBG for their HVAC improvements.

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

LSHA does not currently administer a "homeownership" program in its Section 8 Program. The decision not to administer the program is based on staffing and funding constraints. However, LSHA routinely gathers information regarding resources for homeownership and assists interested families to assimilate this information. The LSHA has information regarding the City's First-Time Homebuyer program, local banks, the Missouri Housing Development Commission, HUD, Fannie Mae, Freddie Mac, credit counseling services and credited housing counseling services and programs administered by other local housing authorities. LSHA makes referrals to families seeking homeownership assistance to agencies and programs that they believe can be of benefit to the families.

The LSHA works in cooperation with its "residents" in the development of policy and management of the program. Residents participate in the planning process involved with the 5-Year and Annual Plan updates. Policy changes and projects that have a direct or indirect impact on residents are discussed at resident meetings. LSHA publishes a newsletter which is distributed to residents monthly. This newsletter contains information regarding administration of the housing authority; including implementation of policy changes as promulgated by HUD or discretionary changed by LSHA. LSHA hosts monthly "pot-luck" dinners and LSHA staff members and residents meet to discuss "issues" and develop strategies during these dinners. The LSHA takes an "open-door" approach to hearing ideas and concerns raised by residents.

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

N/A

**Discussion**

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

### **Introduction**

For the 2015-16 Action Plan, the City anticipates supporting the homeless and special needs populations by the continued support to local emergency shelters and domestic violence shelters such as Hope House, ReDiscover, Lee’s Summit Social Services, Developing Potential, and other local agencies who offer food and nutrition programs to persons with special needs.

The Coldwater Agency has requested funds to continue the support of the “Back Snack Program” this program provides nutritional needs of hungry children. Hope House Domestic Abuse Shelter is continuing their “Children’s Therapy Services Program”. The Lee’s Summit Social Services Agency anticipates the continued support for their agency through funding for their general operating expenses. ReDiscover has requested funds for the “Parenting with Love and Logic” Program. Developing Potential, a local agency helping those with disabilities, has requested funds for a kitchen expansion and renovation to their facilities. Also requested by Developing Potential, is funding for the installation of an alarm system.

### **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**

Will coordinate and work with CoC for its outreach and assessment efforts.

#### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The City’s strategy for addressing the emergency and transitional housing needs of people who are homeless or at risk of homelessness includes sustained funding that maintains existing shelters and services, through the allocation of Community Development Block Grant resources to local entities that leverage further resources for that purpose. Coordination among different agencies and service providers to assist the homeless and prevent homelessness will be led by the Homeless Services Coalition of Greater Kansas City (HSCGKC). The Jackson County Continuum of Care (CoC), will engage and coordinate resources to improve current programs and funding strategies.

- **Emergency Shelters & Services**—Currently, Lee’s Summit does not provide permanent shelters for chronic homeless. Shelters and services in the network of the CoC provide coverage for the region including Lee’s Summit. However, emergency shelters are available for domestic violence victims and their children and transitional housing is available for short-term homeless.
- Hope House is a domestic violence shelter providing outreach counseling and emergency shelter for victims of domestic violence (women and their children). It also provides group and individual therapy to victims in Lee’s Summit. The City will continue to support its service needs

with CDBG funds in 2015-16. ReDiscover Mental Health, Inc. provides temporary shelter for homeless persons in two apartments within Lee's Summit. This program operates two respite apartment services for mentally ill adults who have a housing crisis and need temporary shelter. The City will continue to support the agency's service needs in the 2015-16 program year with CDBG allocations.

**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 strategy for helping people who are homeless, particularly the chronically homeless, transition to stable housing and independent living focuses on better coordination with the Jackson County CoC while maintaining the level of appropriate supportive services and the number of units of permanent supportive housing provided by local agencies. Needs associated with this stage of the process are largely addressed by non-profit organizations like Hillcrest Transitional Housing and local churches. Local churches often provide similar services without any assistance from the CDBG Program, but nonetheless play an important role in helping homeless individuals and families make the transition to permanent housing.

**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**

Prevention initiatives play a central role in short term and long term strategies to help low-income individuals and families avoid becoming homeless. Local agencies providing housing assistance and emergency shelters have already built into their programs homeless prevention counseling for the people and families they serve. In the 2015-16 program year, the City will direct CDBG funds to several of these programs to alleviate budget shortage. In the meantime, CDBG support will also benefit local agencies and programs that provide services targeting LMI persons and persons with special needs for housing, health, and other social services.

## **Discussion**

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

### **Introduction:**

The City of Lee's Summit's adopted public policies and standards pertaining to development as well as housing development and residential investment in the community are designed and updated to promote and protect community values, to ensure quality, to improve sustainability, to protect property values and investments, and to provide equal opportunities for all. The City does not and will not endorse and put in place any public policies that will prevent investment and development of affordable housing.

### **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**

During the 2015-16 Program Year, the City of Lee's Summit plans to continue the support of the largely successful activities that are known as the City's First-Time Homebuyer and Minor Home Repair Programs. The City will also continue to evaluate and update the zoning ordinance, Unified Development Ordinance (UDO), and Comprehensive Plan as needed.

### **Discussion:**

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

Coordination of services is extremely important to ensure services are provided efficiently and effectively, especially when resources are scarce.

### **Actions planned to address obstacles to meeting underserved needs**

As mentioned earlier in this plan, the major obstacle to meeting underserved needs is limited funding. The City will continue to encourage public service agencies to actively explore and pursue new funding opportunities. The City will also continue to explore and participate in regional solutions to some of the underserved needs.

### **Actions planned to foster and maintain affordable housing**

Funded programs and projects through the CDBG program for housing related repairs and rehabs are for the purpose of sustaining the community's affordable housing stock and improving the conditions. In addition, the City will continue to foster and maintain affordable housing through implementation of the Comprehensive Plan that promotes housing varieties and sustainable development.

### **Actions planned to reduce lead-based paint hazards**

- Continue to educate the public regarding the danger of lead-based paint hazards
- Continue to enforce requirement for residential rehab contractors to be properly licensed when taking on residential rehab projects
- Continue to perform lead-based paint hazard inspections when appropriate for CDBG funding Minor Home Repair and First Time Homebuyer programs

### **Actions planned to reduce the number of poverty-level families**

The City will focus on economic development by:

- Increase business activities
- Expand employment opportunities
- Foster small businesses and startups
- Invest in needed public infrastructure improvement for economic development
- Encourage and incentivize business expansion and new business activities
- Continue to support private agencies for services to help poverty-level population to get on their feet

### **Actions planned to develop institutional structure**

The City will continue to improve the institutional structure to better serve the needs of the community. Inter-agency coordination will continue to be the focus in order to improve efficiency and avoid duplication of efforts.

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

- Continue to provide proper orientation and training for agencies receiving CDBG funding
- Continue to encourage agencies, private or public, to communicate and coordinate
- Continue to monitor CDBG subrecipients on performance and provide technical support as needed

**Discussion:**

## Program Specific Requirements

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

#### Introduction:

The City's CDBG funded programs and projects are not intended to generate any program income up to today. Funds returned to the line of credit have been normally a result of programs and projects completed or cancelled with a balance of unused funds.

#### 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	6,442
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>6,442</b>

#### 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.	80.00%

**Discussion:**

## Appendix - Alternate/Local Data Sources

1	<b>Data Source Name</b> Rent Paid
	<b>List the name of the organization or individual who originated the data set.</b> U.S. Census Bureau
	<b>Provide a brief summary of the data set.</b> 2009-13 ACS
	<b>What was the purpose for developing this data set?</b> Newer data.
	<b>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</b> Geographic coverage is the same as that for Table 29--Rent Paid (2007-2011 ACS), this is simply newer data.
	<b>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</b> 2009-2013.
	<b>What is the status of the data set (complete, in progress, or planned)?</b> Complete.
	<b>2</b>
<b>Data Source Name</b> Fair Market Rents	
<b>List the name of the organization or individual who originated the data set.</b> Department of Housing and Urban Development (HUD).	
<b>Provide a brief summary of the data set.</b> Fair Market Rents (FMRs) for the Kansas City, MO-KS Metro from 2009-2015.	
<b>What was the purpose for developing this data set?</b> Comparing local FMRs.	
<b>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</b> Data is comprehensive, provided by HUD, and for the subject's region.	
<b>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</b> 2009-2015.	

<b>What is the status of the data set (complete, in progress, or planned)?</b>
--

Complete.
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COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

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# CITIZEN PARTICIPATION PLAN

City of Lee's Summit, Missouri



**LEE'S SUMMIT**  
MISSOURI

220 SE Green Street  
Lee's Summit, MO 64063

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## **1. Introduction**

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The City of Lee's Summit was designated as an Entitlement Community under the Community Development Block Grant (CDBG) program by the Department of Housing and Urban Development (HUD) in August of 1994. As a result of this designation, the City receives a grant on an annual basis contingent upon Congress approval of the Federal budget.

The primary objective of the CDBG program is the development of viable communities by providing decent housing and a suitable living environment and expanding economic opportunities, primarily for persons of low and moderate income.

Currently, the City's CDBG program is implemented through a process where qualified agencies apply for these funds prior to the start of each program year for eligible projects and activities and the City goes through a selection and fund allocation process to ensure funds are used to achieve the community goals and objectives as established in the five-year Consolidated Plan. The attached process diagram acts as an aid to help you understand the program and the process.

## 2. Background

---

As an Entitlement City of the CDBG program, the City of Lee's Summit, Missouri is required to adopt a citizen participation plan that sets forth the jurisdiction's policies and procedures for citizen participation in accordance with Title 24, Section 91.105 and in compliance with 104(a)(3) of the Housing and Community Development Act of 1974 (42 U.S.C. 5340(A)(3)).

The Citizen Participation Plan sets forth the policies and procedures to be used to solicit and encourage the citizens of Lee's Summit to participate in the identification of community needs, along with the development and implementation of programs utilizing CDBG program funds to address those needs. There are numerous groups particularly targeted for participation, including low- and moderate- income persons, minorities, non-English speaking persons, and persons with disabilities.

As a recipient of these entitlement program funds, the City is required to produce the following documents:

- Consolidated Plan: a strategic plan that is prepared every five years, the Consolidated Plan documents the housing and community development needs of Lee's Summit, and through a process of consultation and public participation, defines strategies to address those needs, and identifies proposed program accomplishments.
  - Citizen Participation Plan: An element of the Consolidated Plan that outlines the Entitlement City's commitment to fulfilling HUD requirements encouraging citizen participation in the development of the Consolidated Plan.
- Annual Action Plan: A one-year plan that implements the Consolidated Plan by outlining the City's funding priorities and expected accomplishments. The Annual Action Plan allocates CDBG funding to specific programs and projects that will be undertaken over the course of the upcoming program year. The Annual Action Plan is derived from the Consolidated Plan and is prepared on an annual basis.
- Consolidated Annual Performance and Evaluation Report (CAPER): an annual report that summarizes accomplishments in carrying out the CDBG-funded programs and projects, and evaluates performance measures. The CAPER is prepared on an annual basis.

### 3. Stages in the Citizen Participation Process

---

The Citizen Participation Plan encourages citizens and stakeholders to participate in the development of the Consolidated Plan, the Annual Action Plan, the CAPER, as well as any substantial amendments to the Consolidated Plan and the Action Plan.

#### I. Summary:

Document	Legal Notice	Public Hearing Requirement	Public Review & Comment Period Required	Local Approval Authority
Consolidated Plan with Citizen Participation Plan	15 Calendar Days	2 Public Hearings Annually	30 Calendar Days	City Council
Annual Action Plan	15 Calendar Days	2 Public Hearings Annually	30 Calendar Days	City Council
Consolidated Annual Performance & Evaluation Report	15 Calendar Days	Not Required	15 Calendar Days	Not Required
Substantial Amendments to Consolidated Plan	15 Calendar Days	1 Public Hearing	30 Calendar Days	City Council
Substantial Amendments to Citizen Participation Plan	15 Calendar Days	1 Public Hearing	15 Calendar Days	City Council
Non-substantial Amendments to Consolidated Plan and Action Plan	Not Required	Not Required	Not Required	Administrative

#### II. Consolidated Plan:

There are several requirements for the city to encourage citizen participation in the development of the Consolidated Plan. In particular, the City initially shall pursue the participation by low- and moderate-income persons along with all other residents and stakeholders in the community. In order to reach this goal, the City of Lee’s Summit shall complete the following items:

1. Publish a statement of intent and notice of public hearing on an annual basis in the local newspaper of greatest circulation at least fifteen (15) days prior to the public hearing.

2. Hold a minimum of two public hearings inviting public input on the Needs Assessment, Proposed Activities, and Strategy portions of the Consolidated Plan.
3. Provide information to social service agencies, housing agencies, and other non-profit organizations regarding the program and invite input.
4. Upon the completion of a draft, publish a notification of the Consolidated Plan's availability in the local newspaper of greatest circulation inviting public comment for a period no less than thirty (30) calendar days.
5. Make copies of the proposed Consolidated Plan available through the Lee's Summit City webpage, at public libraries, government offices, and other public places such as the Chamber of Commerce, and Lee's Summit Social Services.
6. Prepare a summary of public comments accepted into the plan along with public comments not accepted in to the plan along with reasons.
7. Adoption of the Consolidated Plan shall be the responsibility of the City's governing body.
8. Submit the adopted Consolidated Plan to HUD at least 45 days prior to the start of the following Program Year.

### III. Annual Action Plan:

The Annual Action Plan for the first Program Year of a new Consolidated Plan cycle is prepared simultaneously with the Consolidated Plan, and therefore follows the same process. Annual Action Plans following the initial Consolidated Plan year shall follow the requirements below:

1. Publish a statement of intent and notice of public hearing in the local newspaper of greatest circulation at least fifteen (15) days prior to the public hearing. Included information should also include the expected amount of CDBG assistance, the amount of program income to be available, and the range of activities to be undertaken.
2. Hold a minimum of two public hearings inviting input on the Needs Assessment, Proposed Activities, and Strategy portions of the Annual Action Plan. One will occur at the beginning of the Program Year and the other near the midpoint.
3. Provide information to social service agencies, housing agencies, and other non-profit organizations regarding the program and invite input.

4. Upon its completion, publish a summary of the Annual Action Plan in the local newspaper of greatest circulation inviting public comment for a period no less than thirty (30) calendar days.
5. Make copies of the proposed Annual Action Plan available through the Lee's Summit City webpage, at public libraries, government offices, and other public places such as the Chamber of Commerce, and Lee's Summit Social Services.
6. Prepare a summary of public comments accepted into the plan along with public comments not accepted in to the plan along with reasons.
7. Adoption of the Annual Action Plan shall be the responsibility of the City's governing body.
8. Submit the adopted Annual Action Plan to HUD at least 45 days prior to the start of the following Program Year.

#### IV. Consolidated Annual Performance & Evaluation Report(CAPER):

The final aspect of citizen participation is in regard to the assessment of performance of the program. Each CAPER identifies the final budget expenditure and performance results for each Annual Action Plan activity from the currently completed program year and any outstanding activities from prior program years. The City will adhere to the following process:

1. Publish a statement of intent and notice of public hearing in the local newspaper of greatest circulation at least fifteen (15) calendar days prior to the public hearing.
2. Hold public hearing(s) inviting input regarding the performance report, officially titled CAPER, for the previous program year.
3. Public comments will be accepted for a period of not less than fifteen (15) calendar days on the draft CAPER. Any comments received either written or orally at the public hearing, and during the public comment period, shall be considered in preparing the final performance report. A summary of these comments or views and a summary of the views not accepted and the reasons therefore shall be attached to the final report.
4. The final report shall be submitted to HUD no later than 90 days after the end of each program year.

## V. Amendments to the Consolidated Plan and Annual Action Plan:

The officially adopted Annual Action Plan and/or Consolidated Plan will be amended any time one (1) or more of the following three criteria are met:

1. To substantially change the City's fund allocation priorities or the method of fund distribution;
2. To carry out an activity not previously included in the adopted Annual Action Plan, using funds from any program or activity covered by the Consolidated Plan, which shall be considered a substantial change; or
3. To substantially change the purpose, scope, location, or beneficiaries of an activity approved as part of the Annual Action Plan.

**Substantial Change:** The criteria to determine what actions constitute a substantial change shall be as follows:

1. A substantial change in regard to V.1. above will occur in the event that the process of citizen input or decision making is significantly altered such as including alternative means of input, revision of program year dates, or redefining the decision making body.
2. A substantial change in regard to criteria V.2. will occur in the event that a new activity is proposed by any party to be undertaken and has not previously been approved by the adopted Annual Action Plan.
3. A substantial change in regard to criteria V.3. above will occur in the event that:
  - i. An approved activity is significantly altered in scope that as a result of changes, the overall purpose of the approved activity or results in an expansion of the activity's original budget by more than 50%;
  - ii. An approved activity is significantly altered to include new project *elements* not previously approved, constituting more than 50% of the project;
  - iii. The location of the approved activity is significantly altered to a different facility or type of structure; or
  - iv. The beneficiaries are significantly altered by excluding a group previously considered to be a beneficiary group of the approved activity.

Once a substantial change has been determined, the City will adhere to the following procedure:

1. Publish a statement of intent and notice of public hearing in the local newspaper of greatest circulation at least fifteen (15) days prior to the public hearing.
2. Hold a public hearing inviting input regarding the proposed amendment.
3. Accept public comments for a period not less than thirty (30) calendar days on the substantial amendment before the amendment is implemented.
4. Any comments received either written or orally at the public hearing and during the thirty (30) calendar day comment period shall be considered in preparing the substantial amendment. A summary of these comments or views and a summary of the views not accepted and the reasons therefore shall be attached to the final amendment. The draft amendment shall be presented to the City's governing body for adoption by ordinance.
5. The adopted substantial amendment shall be submitted to HUD for recording.

**Non-Substantial Change:** A non-substantial change is defined as any change or alteration that will not constitute a substantial change as defined above under "Substantial Change." Examples of non-substantial change may include:

1. Cancellation of a previously approved activity due to unforeseen circumstances that have caused significant delays or unreasonable cost burdens;
2. Termination of Grant Agreement due to violation of terms and conditions of the agreement;
3. Removal and reallocation of funds remaining after an activity is completed as approved;
4. Recapture of funds remaining from any public service activity after the end of the Program Year; or
5. Increase if activity budget to make up the shortage in order to secure a contract.

The City Staff responsible for overseeing and managing the CDBG Program will have authority to approve and implement non-substantial changes on an as-needed basis as part of the CDBG program administration. The City Staff will seek City Council approval for non-substantial changes, which result in an increase of program funding by 20% or \$3,000, whichever is greater.

## **4. Displacement Policies**

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The City of Lee's Summit will discourage projects that involve the displacement of persons. On April 4, 1995, Lee's Summit adopted a policy regarding the displacement of persons in the event that displacement was to occur.

Resolution 95-7 outlines that the City will replace all occupied and vacant low-to-moderate income dwelling units demolished or converted to a use other than as low-to-moderate income dwelling housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974. All replacement housing will be in place within three (3) years of the commencement of the conversion.

## 5. Public Hearings & Access to Records

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### I. Public Hearings:

The City of Lee's Summit will conduct two (2) public hearings every year for the development and implementation of the Consolidated Plan and Annual Action Plan. These hearings may take the following formats:

1. a meeting conducted by the City's CDBG Staff open to the general public; primarily for the purposes of introducing the public to the plan development and citizen participation process, presenting to the public information and proposals from draft plans, reviewing program performance, answering questions and gathering input from the public;
2. an open-house style community event open to the general public; primarily for the same purposes as in 1. above;
3. a meeting conducted by a City Council subcommittee; primarily for the purposes of presenting community needs, CDBG program goals, implementation strategies, funding proposals and recommendations, providing opportunities for public comment and forming committee recommendations for City Council consideration; or
4. a City Council meeting.

Normally, one public hearing should be held each year prior to the City Council approval of the Annual Action Plan to solicit public comments on the proposed strategies and allocation of funds. Another public hearing should be held during the program year to provide the public an opportunity to learn how the program has performed.

### II. Adequate Advance Notice:

Advance notice of public hearings will be given with enough time for interested parties to take informed actions. To do, so the City shall follow the procedures outlined below:

1. No less than fifteen (15) calendar days notice will be provided to the public for a public hearing; and

2. Public hearings shall be advertised in the local newspaper of greatest circulation, and will include adequate information regarding the subject and nature of the hearing to encourage informed comment.

### III. Location & Timing:

Public hearings will be held at locations accessible to people with disabilities, with a required notification to the City of five (5) work days prior to the hearing to provide reasonable accommodation. Additionally, public hearings shall be held at times convenient to potential and actual beneficiaries.

### IV. Non-English Speakers:

All public hearings shall be arranged in a manner that ensures the ability of non-English speakers to participate. In the event that a public hearing is planned and it can be reasonably anticipated that non-English speaking resident will attend, the City will make reasonable efforts to designate a volunteer translator if one is available. Otherwise the City, with a minimum of five (5) work days notice prior to the hearing, will hire a translator.

### V. Availability to the Public:

Consolidated Plans as adopted, substantial amendments, and performance reports will be made available for public review during the public comment period. To ensure the accessibility of these documents to all persons, they will be provided at the following locations:

Lee's Summit  
City Hall  
220 SE Green Street  
Lee's Summit, Missouri 64063

Lee's Summit City Clerk  
220 SE Green Street  
Lee's Summit, Missouri 64063

Lee's Summit Social Services  
108 4<sup>th</sup> Street  
Lee's Summit, Missouri 64063

Gamber Community Center  
4 SE Independence Avenue  
Lee's Summit, Missouri 64063

Mid-Continent Public Library  
Lee's Summit Branch  
150 NW Oldham Parkway  
Lee's Summit, Missouri 64081

Mid-Continent Public Library  
Colbern Road Branch  
1000 NE Colbern Road  
Lee's Summit, Missouri 64086

## VI. Access to Records:

The City shall provide that citizens, public agencies, and other interested parties have reasonable and timely access to information and records pertaining to the City's Consolidated Plan, Annual Action Plan, and CDBG projects for a minimum of the preceding five (5) years.

Request for access to records shall adhere to the following process:

1. A written request for access shall be required and shall be submitted to the City Clerk.
2. Legal staff shall review the written request for legality under the Missouri Sunshine Law of 1973.
3. The City must provide a reply within three (3) business days of a request. If the information cannot be provided within the three days, the City must respond with the date the information or records will be available.

## VII. Technical Assistance:

In the event that persons of low-to-moderate income households request assistance in developing proposals for funding assistance under any of the programs covered by the Consolidated Plan, the City will adhere to the following process:

1. Groups and organizations representing persons of low- and moderate-income can request technical assistance in preparing proposals for submitting a request in writing a minimum of two (2) weeks prior to the deadline for proposal submittal.
2. The City's CDBG Administrator will appoint the appropriate staff person to meet with the representatives of such groups and organizations to provide adequate levels of technical assistance as appropriate. Cost estimates and levels of funding will not be provided as part of the technical assistance.
3. Technical assistance will not include administrative support (such as typing, copies, etc.) and will simply involve acting as a consultant in refining the proposal's scope.

A request for technical assistance should be made to the CDBG Program Administrator at the Lee's Summit Planning and Codes Administration located at 220 SE Green Street, Lee's Summit, Missouri 64063

## 6. Complaints

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The CDBG Administrator for the City of Lee's Summit shall accept complaints at any time during the course of the CDBG program year. In the event that a citizen complaint is received regarding the Consolidated Plan, Annual Action Plans, Performance Reports, the Citizen Participation Plan, or Plan Amendments, the City of Lee's Summit will adhere to the following process:

1. Complaints must be submitted in writing to the City's Planning and Codes Administration, and contain a concise statement of the complaint and an explanation of the action desired.
2. All complaints will be initially responded to in a timely, substantive written response in fifteen (15) calendar days, and resolved, if possible, within thirty (30) calendar days.

## 7. Summary of CDBG Program Year

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The City’s program year corresponds to the City’s fiscal year, which runs from July 1 to June 30 of each year. Although the dates included in the table below represent a typical Program Year, all are subject to variation or change.

Lee’s Summit Generalized Program Year Schedule	
July	<ul style="list-style-type: none"> <li>· 1st: Program Year Begins</li> <li>· CAPER Process Begins</li> </ul>
August	<ul style="list-style-type: none"> <li>· Publish CAPER Public Notice Draft Availability</li> </ul>
September	<ul style="list-style-type: none"> <li>· 15-Day Public Comment Period for CAPER</li> <li>· CAPER Submitted to HUD</li> </ul>
October	<ul style="list-style-type: none"> <li>·</li> </ul>
November	<ul style="list-style-type: none"> <li>·</li> </ul>
December	<ul style="list-style-type: none"> <li>· Annual Action Plan Process Begins</li> </ul>
January	<ul style="list-style-type: none"> <li>· Request for Funding (RFFs) Due</li> <li>· Review and Prioritization of RFFs</li> </ul>
February	<ul style="list-style-type: none"> <li>· Preparation of Draft Annual Action Plan with Grant Allocation Recommendations</li> </ul>
March	<ul style="list-style-type: none"> <li>· 30-Day Public Comment Period Begins</li> <li>· Public Hearing</li> </ul>
April	<ul style="list-style-type: none"> <li>· Preparation of Final Annual Action Plan</li> </ul>
May	<ul style="list-style-type: none"> <li>· Adoption of Annual Action Plan by ordinance by Governing Body</li> <li>· Action Plan submitted to HUD by May 15th</li> </ul>
June	<ul style="list-style-type: none"> <li>· 30th: End of Annual Action Plan Year</li> </ul>

## 8. Glossary

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Area Median Income: an index of median family income by household size determined annually by HUD surveys of major metropolitan areas.

Community Development Block Grant: A HUD program that provides communities with financial resources to address needs identified by HUD to include a suitable living environment, affordable housing, economic opportunities, and homelessness.

Low- and Moderate-Income Households: households earning less than 80% of the area median family income. They are broken down into the following income designations:

- Very Low-Income: Households with incomes 30% and below the area median family income, adjusted for household size.
- Low-Income: Households with incomes between 31% and 50% of the area median family income, adjusted for household size.
- Moderate-Income: Households with incomes between 51% and 80% of the area median family income, adjusted for household size.

Program Year: A 12-month cycle during which the CDBG funds are allocated and expended on the program and projects.

U.S. Department of Housing and Urban Development (HUD): A cabinet-level federal agency with a mission to increase homeownership, support community development, and increase access to affordable housing free of discrimination.

**CONSOLIDATED PLAN, ANNUAL ACTION PLAN, CAPER AND SUBSTANTIAL AMENDMENT PROCESS DIAGRAM**

