

MEMORANDUM

TO: Donna Barron, City Manager

FROM: Wayne Snell, Director of Neighborhood and Inspection Services

DATE: September 18, 2018

SUBJECT: **Approval of a Resolution Authorizing Agreements Between the City of Lewisville and Community Development Block Grant Sub-Recipients; and Between the City of Lewisville and City Social Service Agency Fund Recipients; and Authorization for the City Manager to Execute the Agreements.**

BACKGROUND

The City of Lewisville, a U.S. Department of Housing and Urban Development (HUD) Entitlement City, has submitted its 2018 Annual Action Plan as required by HUD to receive Community Development Block Grant (CDBG) funds. Agreements have been prepared for each of the non-profit entities receiving CDBG funds as well as those receiving City Social Service Agency Funds.

The City's CDBG allocation for FY 2018-2019 is \$699,808, an increase from the 2017-2018 Plan Year allocation of \$604,261. The plan includes continued funding for grants to sub-recipients for social service programs. It also funds three sub-recipients for 'brick & mortar' projects.

ANALYSIS

This year, the City has continued funding for social service agencies with the following addition: Denton County MHMR for the LOSS Team, a mental health program for families impacted by suicide. One previously funded program for veteran housing was not funded as Catholic Charities did not apply this year.

HUD requires agreements for CDBG sub-recipients prior to drawdown of funds by any budgeted agency. The City also requires agreements with recipients of the City Social Service Agency Fund. Each social services contract is based on cost-per-unit reimbursements for services rendered specifically to Lewisville residents. Agencies report monthly or quarterly on the number of clients served and the number and value of contracted services provided. Payment is not guaranteed if agencies do not achieve minimum goals established. Additionally, the agreements set performance goals including outcome measures that are reported on at the end of the year. Contracts are for a term of one year.

Staff has reviewed goals and costs with each agency comparing actual past performance to goals proposed by the agencies in their applications. Any significant differences were addressed resulting in updated goals as reported in the Performance Goals attachment.

This year there were no projects funded to be carried out by City departments. Contracts for three sub-recipients with 'brick & mortar' projects will be brought for Council approval at a later date to give more time for the agencies' internal approvals: Salvation Army for design of their new community center, Habitat for Humanity of Denton County to purchase vacant land, and Children's Advocacy Center for an outdoor play area.

The City's Social Service Agency funding is available in 101.40.400.4351.

RECOMMENDATION

It is City staff's recommendation that the City Council approve the resolution and authorize the City Manager to execute the agreements.