CITY OF FORT WALTON BEACH

FY 2016-21 FIVE-YEAR CONSOLIDATED PLAN
AND FY 2015-2016 ANNUAL ACTION PLAN
for the COMMUNITY DEVELOPMENT BLOCK GRANT

Prepared for the
United States Department of Housing and Urban Development

Effective October 1, 2015 – September 30, 2021
For the Five-Year Consolidated Plan

Effective October 1, 2015 – September 30, 2016
For the Annual Action Plan

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I. EXECUTIVE SUMMARY

Every five years, Community Development Block Grant (CDBG) Entitlement Grantees must prepare a Five-Year Consolidated Plan that identifies long term strategies for community needs, resources, and priorities. Additionally, an Annual Action Plan is prepared to provide information concerning the intended use of the U.S. Department of Housing and Urban Development (HUD) program funds to address the needs identified in the Consolidated Plan.

The Five-Year Plan provides an assessment of the housing and community development needs; a strategic plan for addressing these needs; and a specific one-year Action Plan for the use of the HUD grant funds. The Five-Year Plan is a document submitted to HUD with the intention to project and identify the comprehensive housing affordability strategy and community development needs.

The City of Fort Walton Beach Engineering Services Department prepares the Consolidated Plan as part of a collaborative process to establish a unified vision of community development actions. This process creates the opportunity for strategic planning and citizen participation to take place in a comprehensive context at the local level. It also provides a method to measure progress of the various program goals, specific objectives, and annual goals set by the Engineering Services Department.

The City of Fort Walton Beach’s FY 2016-2021 Consolidated Plan was approved by the City Council on June 23, 2015 along with the FY 2015-16 CDBG Annual Action Plan. The City of Fort Walton Beach receives funding from HUD for community development projects which reduce or reverse evidence of physical, social, or economic decline in low-income neighborhoods. The City of Fort Walton Beach is considered an “entitlement community” with a prescribed formula for funding. This formula was developed by HUD using selected City demographic information. The Consolidated Plan is the process whereby a community establishes a strategy to address HUD’s National Objectives and the City’s housing, community development, homeless, and economic development needs. HUD’s National Objectives are:

1. Benefiting low- and moderate-income persons,
2. Preventing or eliminating blight, or
3. Meeting other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available to meet such needs.

The priority needs, goals, and objectives of the City are outlined in the Consolidated Plan and have been defined by HUD as the following:

1. Providing Decent Affordable Housing – relates to a wide range of housing activities to meet individual family or community housing needs.
2. **Providing a Suitable Living Environment** – relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment.

3. **Expanding Economic Opportunity** – applies to activities related to economic development, commercial revitalization, or job creation.

In addition, HUD has added a standard set of outcomes for the objectives listed above. These outcomes include:

1. **Availability/Accessibility** – applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low- and moderate-income people, including persons with disabilities.

2. **Affordability** – applies to activities that provide affordability in a variety of ways to low- and moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or daycare. Affordability is an appropriate objective whenever an activity is lowering the cost, improving the quality or increasing the affordability of a product or service to benefit a low-income household.

3. **Sustainability** – applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low- and moderate-income or by removing or eliminating slums or blighted areas through multiple activities or services that sustain communities or neighborhoods.

The program goal is to extend and strengthen partnerships among all levels of government and the private sector, including non-profit and for-profit organizations, for the provision of public services, affordable housing, and economic opportunities.

II. **STRATEGIC PLAN**

The purpose of the FY 2016-21 CDBG Five-Year Consolidated Action Plan is to describe how the City will work towards the goals and strategies it has set forth. The Plan identifies the City’s commitment to ensure that Fort Walton Beach neighborhoods are places of opportunity that offer decent, safe and affordable housing, promote strong, healthy families, and improve the quality of life of all residents.

Programs supported by HUD funding represent some of the City’s primary resources to preserve and increase safe and quality housing, provide services to families and individuals in need, and strengthen economic and workforce development. Understanding the importance of community involvement in planning for development in Fort Walton Beach neighborhoods, the public was invited to help shape this FY 2016-21 CDBG Five-Year Consolidated Plan by attending Citizen’s Advisory Committee (CAC) meetings and providing comments on the Plan.
The CDBG Five-Year Consolidated Plan describes activities and funding for housing and community development programs to be administered through the Engineering Services Department of the City of Fort Walton Beach. Activities described in this Plan apply to the City’s FY 2016-21 Plan, beginning October 1, 2015 and ending on September 30, 2021.

This Five-Year Consolidated Plan is intended to:

- Promote citizen participation and develop local priority needs and objectives by providing comprehensive information on the needs of the community;
- Promote the development of an action plan that provides a basis for assessing performance; and
- Encourage consultation with public and private agencies to identify shared needs and solutions to community issues and problems.

This document serves to present the City of Fort Walton Beach’s proposed Five-Year CDBG Consolidated Plan for FY 2016-21. This document describes recommended funding levels to address housing, public services, planning and administrative needs.

PROPOSED PROGRAMS FOR FY 2015-21:

1. **One Year Action Plan FY 2015-2016 (91.220)**

   On an annual basis the City of Fort Walton Beach prepares an Annual Action Plan which provides information on the City’s anticipated resources, its proposed activities and methods of allocation and implementation. This Action Plan is prepared following the application, citizen participation and administrative review process. The Action Plan is formulated in February and is reviewed and approved by the Citizen’s Advisory Committee and forwarded to City Council for final approval. The City is required to submit an Annual Action Plan to HUD every year by August 15th.

2. **Other Actions (91.220F)**

   - **Meeting Underserved Needs.** The primary target of activities funded by the CDBG program is improvement of living conditions for low- to moderate-income persons. The activities are focused on assisting persons in the community to obtain and maintain suitable housing and adequate living standards in stable or improving neighborhoods.

   The activities included in the Consolidated Plan are designed to overcome obstacles and meet the underserved needs of low- and moderate-income persons. Housing program activities for improvement of occupied housing, expansion of decent and attractive affordable housing stocks, and assistance to
persons to enable them to live in decent and sustainable housing are direct methods to improve living conditions. Activities that improve infrastructure improve the quality of life and raise the standard of living for all of the people in the neighborhood served by the infrastructure. Public services and facilities that meet community needs, particularly for the young and the elderly, provide a means by which persons may receive needed services and benefits that will enable them to live decently; and, in the case of children, develop the future capability to provide for themselves.

- **Obstacles.** The primary obstacle to meeting underserved housing and community development needs of the City is available funding, which is shrinking each year. Demand for assistance exceeds the supply of available resources. The number of lower income individuals, families, and neighborhoods in need, coupled with the complexity of issues they face is steadily increasing in both scale and cost. The combination of these factors places substantial new burdens on an already strained housing and community development delivery system. The City developed a Resource Guide that identifies all of the various agencies and services within Okaloosa County. United Way now maintains the guide and it can be found on their web site at http://www.united-way.org

- **Community Development Block Grants.** Title I of the Housing and Community Development Act of 1974 (Public Law f93-383) created the Community Development Block Grant funding program. It is allocated primarily through the entitlement communities and state and small cities program. The primary objective of the CDBG program is to develop viable urban communities, by providing decent housing and suitable living environment, and expanding economic opportunities principally for persons of low- and moderate-income. All CDBG projects and activities must meet one of three national objectives: (1) principally benefit low- and moderate-income persons, (2) aid in the prevention or elimination of slums or blight, or (3) meet other urgent community needs. The City will use CDBG funds for activities that provide decent housing and provide a suitable living environment principally for persons of low- and moderate-income, by providing education and care for our youth, and by improving infrastructure.

- **General.** The City plans to undertake activities to address obstacles to meeting underserved needs by funding the non-profit sub-recipient organizations previously identified.

3. **Program Specific Requirements**

- **CDBG**
a. A description of the activities planned with respect to the CDBG funds is provided in the Consolidated Plan listing of projects.

b. The City will not receive any program income.

c. The City will not receive any surplus for urban renewal settlement.

d. The City does not intend to return any grant funds to the line of credit for which the planned use has not been included in a prior statement of plan.

e. The City will not receive income from any float funded activities.

f. The City has not undertaken any “urgent needs” activities.

- HOME. Not Applicable.

The City of Fort Walton Beach Citizen’s Advisory Committee proposes the following programs for FY 2016-21 with the annual entitlements received from HUD:

1. Planning & Administration: The City of Fort Walton Beach Development Services Manager is responsible for the oversight of the CDBG program. This program helps to assess community needs, plan the use of resources, provide for citizen input and public information on programs, monitor and report on the use of CDBG funds and performance of programs, and assure compliance with HUD requirements. The Engineering Services Department, or designated representative, provides technical assistance to groups representative of persons of low- and moderate-income that request assistance in developing CDBG proposals. The level and type of assistance is determined by the Fort Walton Beach City Council based on its ability to provide or arrange for such assistance, the cost of providing such assistance, and other relevant factors.

2. Sewer Lateral Replacement Program: This is a City-initiated program to assist low to moderate income homeowners by replacing residential sewer laterals, which run from the foundation of a house to the sewer main. Most of the City’s housing and infrastructure was built in the 1960’s, resulting in many currently aged and failing systems. Low income individuals will be eligible for CDBG funding assistance for 100% of the sewer lateral replacement costs through the City’s program since they are typically not able to afford high one-time costs. Applications will be approved based on income eligibility and first-come, first-serve basis.

3. Fort Walton Beach Recreation Center Youth Program: This item includes a summer program, after-school program, and a year-round tutoring program for approximately 40 to 60 low- and moderate-income youth.

4. Infrastructure Improvements: The CAC approved infrastructure improvements throughout the eligible areas of the CDBG program. This item includes improvements to sidewalks, multi-use paths, curb and gutter, potable water mains and services, sanitary sewer mains and services, and stormwater infrastructure. The areas for improvements will be selected by the CAC on an as-needed basis and a
list of projects will be developed throughout the year and added to the Annual Action Plan.

III. HOMELESS STRATEGY

Homeless and Other Special Needs Activities

Under this category, the City will not undertake these activities but will support several operating agencies that are providing valuable services to prevent homelessness and to assist those who are already homeless. The City participates on the Okaloosa/Walton Continuum of Care Board and assists agencies who help the homeless with expertise to address community concerns. CDBG funds are not sufficient to provide actual funding for these types of programs. Some of these agencies provide limited shelter and comprehensive transitional permanent housing services to homeless families, many of which have female heads of households. Others are coordinating housing assistance for homeless and at-risk families by emphasizing prevention, shelter referrals, and relocation services.

a. The Okaloosa/Walton Homeless Continuum of Care Opportunity, Inc. provides a systemic approach to addressing homelessness in a way that is appropriate and sustainable for our community, by hosting monthly meetings for community stakeholders, homeless persons, and formerly homeless persons to educate and inform stakeholders on how to create a crisis-response system to homelessness that makes this social barrier brief, rare, and non-recurring. The Continuum of Care structure is responsible for developing and implementing strategic planning, gaps analysis, written standards for providing services for our geographic location, data analysis, coordinated entry using a centralized intake method, and facilitating the Homeless management Information System or HMIS. The Okaloosa Walton Homeless Continuum of Care has adopted a Housing First approach to ending homelessness in our community and provides technical assistance, education, advocacy, policy making and reform, training, and evidence-based best practices to stakeholders and members of the community in order to maintain, improve, and increase housing resources, programs, and services needed end homelessness and recidivism. The Continuum of Care applies for federal and state funding, which it distributes to service providers based on results from a request for proposal process. Once funds are awarded, the Continuum of Care monitors expenditures and program delivery, and reports back to the appropriate government agencies. The Continuum of Care receives some funds for direct services, which are used to support collective programs, such as permanent housing, prevention, and other essential needs beyond the capacity of individual members.

b. The Bridgeway Center, Inc. facilitates The PATH (Projects for Assistance in Transition from Homelessness) Program, is a formula grant program to support service delivery to individuals with serious mental illnesses, as well as individuals with co-occurring substance use disorders, who are homeless or at risk of becoming homeless. PATH funds can be utilized by local providers for a variety of services.
Some local PATH programs offer all of these services, while others focus on providing one of two of these services:

- Outreach services;
- Community mental health services;
- Referrals for primary health services, job training, educational services, and relevant housing services; and
- Assistance with identifying and securing appropriate housing.

c. Six participating agencies provide a limited number of shelter beds. (1) Opportunity Place is an emergency shelter in Fort Walton Beach that provides shelter for a maximum of 90 days to homeless families in need of emergency shelter. (2) Family Life Ministries operates the Rhonda Coon Home which provides shelter to pregnant women and homeless single women without minor children. (3) Shelter House provides a safe haven for women, children, and men in imminent danger of domestic violence. (4) Harbour Place Apartments on Bobolink Street NE, is a development for ten units of transitional housing for women and families completed by FRESH Start in FY 08-09. (5) Emerald coast rescue Mission does have beds for homeless males over the age of 18 and opens for inclement weather. (6) Community Solutions of the Emerald Coast has entered into a lease agreement for City owned property located at 1564 Percy Coleman Road. Future plans include construction of One Hopeful Place Community Resource Center. One Hopeful Place will be a homeless resource center for men, women, children, and families. Funding for construction has already been secured; CDBG funds will be used to furnish the interior of the building(s).

Becoming homeless is not difficult. Transitioning back to self-sufficiency requires, at minimum:

HUD and the National Alliance to end Homelessness have prescribed a method to ending homelessness that only requires access to affordable housing and housing placements in the appropriate housing support programs.

- Affordable housing
- Temporary emergency shelter
- Easier access to health care
- Resource center for receiving mail, phone messages, looking for jobs
- Expanded funding for subsidized child care.

There are currently four churches licensed as Cold Night Shelters in the City. The Cold Night Shelter phase (phase I) of One Hopeful Place is scheduled to be completed by the 2015-16 cold weather season, which usually begins in November.

The City of Fort Walton Beach entitlement allocation is insufficient to provide funding or staff time to address the housing needs of the homeless, elderly, frail elderly, persons with
disabilities, person with HIV/AIDS, persons with alcohol or other substance abuse problems other than what has been mentioned above. The Sewer Lateral Replacement program, funded by CDBG assists the special needs populations who have Sewer Laterals that need to be replaced. Through the CRA, funding is potentially available to local agencies to assist them in addressing the needs of the homeless and other special needs individuals.

Local services include but are not limited to:

1. Emerald Coast Rescue Mission – The target population is men with substance abuse and disorders.
2. Bridgeway Center, Inc. – Assists men and women requiring crisis stabilization and detoxification.
4. FRESH Start – Targets working parents and single women, primarily transitional housing for persons with jobs.
5. Shelter House – Women and children in imminent danger of harm from domestic violence. Sexual assault and crisis response and prevention
8. JADA – Men and women with substance abuse disorders; must agree to enroll in Christian recovery program.
10. Red Cross – Persons rendered homeless by fire. No shelter, but limited funds for hotel stays.
11. Habitat for Humanity in Okaloosa County – Build affordable homes for low-income families.
12. White Sands Manor – Provides HUD subsidized housing for very low-income disabled senior citizens.
13. Okaloosa County Development Corporation (OCDC) – Administers the S.H.I.P. and HOME programs for the City of Fort Walton Beach and Okaloosa County through an inter-local agreement between both jurisdictions. The only HUD funded Permanent Supportive Housing provider in Okaloosa County. PSH is a housing program that provides housing to chronically homeless participants. Also an ESG provider of Rapid Rehousing and prevention.
14. Striving for Perfection Ministries – Provides emergency benevolence, food, and utilities for low-income people.
16. Okaloosa County Head Start – Provides child care services for low-income and homeless families.

17. Okaloosa County Council on Aging – Coordinating agency for support services for the elderly, including housing and transportation.

18. Fort Walton Beach Housing Authority (FWBHA) – Provides housing units for low- and moderate-income families and individuals.

19. 90Works-receives ESG funding for Rapid Rehousing and prevention, TANF for prevention of homelessness for families, and SSVF or Supportive Services for Veterans- rapid rehousing for veterans.

20. HUD VASH- Supportive Housing program for homeless veterans.

21. Mental Health Association provides financial assistance for housing and medication when funding is available for homeless participants with mental illness.

22. Children in Crisis-Opportunity House is 8 efficiency apartments for young adults 18-24 aging out of foster care and or homeless.

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<td>FWBHA, OCDC, FRESH Start, Habitat for Humanity</td>
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<td>91.100(a)(2) Chronically Homeless</td>
<td>Continuum of Care</td>
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<td>91.100(a)(3) Lead-based Paint</td>
<td>Copies are provided upon request. Upon acceptance from HUD, the Plan will be placed on <a href="http://www.fwb.org">www.fwb.org</a>.</td>
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<td>91.100(a)(4) Adjacent Government</td>
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* The City tests proposed rehabilitation projects for lead-based paint, provides the required remedial action, and provides information to homeowner.
IV. LEAD-BASED PAINT HAZARDS

The City’s programs continue to include lead-based paint hazard education. The City provides copies of the booklet “Protect Your Family from Lead in Your Home”. Each unit that will undergo painting and/or re-roofing will be evaluated for the presence of lead-based paint. If such hazards are determined to exist, the City will hire a certified consultant to remove the paint to the extent possible and repair the surface.

Since there are no residential rehabilitation projects scheduled for FY 2015-16, the City will continue the lead-based paint compliance activities by performing the following actions in the coming year:

1. Distribution of 25 Lead-Safe Painting Pre Kits to Homeowners;
2. Coordination of 5 homeowner awareness events; and
3. Distribution of 25 additional lead hazard literature items to homeowners where children aged 6 or younger spend a significant amount of time in the home and encourage homeowners to have children tested for “elevated blood” condition.

V. PUBLIC HOUSING

1. Harbour Place Apartments - This project has been completed and consists of 10 units for a total of 12,460 square feet. There are two each 750 square foot two bedroom, one bath units and eight each 960 square foot three bedroom, two bath units. Each floor also has a storage room with 750 square foot each.

2. Sound Side Apartment Homes – This project consists of 200 multi-family apartment units and a 2,674 square foot clubhouse / leasing office. The complex is owned and operated by the FWBHA.

All units meet Fair Housing requirements and five percent of the units are available for handicapped tenants.

VI. HOUSING NEEDS

1. Affordable Housing. The City’s Community Redevelopment Agency (CRA) encourages the private sector in their effort to secure additional public and private funds for affordable housing, community and economic development. The City will foster and maintain the stock of affordable housing by way of the Sewer Lateral Replacement program. Low- to moderate-income single family homeowners are expected to be assisted in this grant year through this program. No CDBG funds are allocated to provide homeless with affordable housing; however, the FWBHA and the City partnered to develop Sound Side Apartment Homes, a new 200-unit
affordable housing project. Applicants for these programs are also advised of the rehabilitation services of the Okaloosa County Development Corporation, which also provides housing and rehabilitation services through the State Housing Initiative Partnership (SHIP) program and the HOME Investment Partnership Program.

2. **Barriers to Affordable Housing.** As per the requirements of the adopted SHIP Affordable Housing Incentive Plan, the City will undertake the following actions to remove barriers to affordable housing (these actions will not be funded through the CDBG program):

   a. Expedite processing of permits for affordable housing projects, and
   b. The modification of street requirements.

Other assistive strategies are:

   a. Down payment assistance and closing cost assistance;
   b. Acquisition of property for low- to moderate-income housing.

The CRA and the City Council updated the Community Redevelopment Agency Plan, which directs mixed-use development and strategies for affordable housing. As a result, the Land Development Code (LDC) was reviewed and updated in 2012 to streamline procedures. The 2012 LDC update included new mixed-use zoning districts and density/intensity bonus provisions which are intended to encourage the development of affordable housing.

3. **Anti-Poverty Strategy.** The City does not plan to undertake activities which will reduce the number of poverty level families, develop institutional structure, and enhance coordination between public and private housing and social services agencies.

4. **Institutional Structure.** The City funds services to extremely low, low-, and moderate-income families through non-profit organizations who provide services to these families. Funding may be sought by these organizations through an application process during the formation of the annual program. Funding for Public Service programs is highly competitive due to limited funds and an abundance of need. Therefore, the City has not solicited projects which target specific needs.

The City chartered the Fort Walton Beach Housing Authority (FWBHA) in 1968. The FWBHA is administered by seven commissioners appointed by the Mayor and City Council. The executive director, who manages the daily functions, is hired by the FWBHA Commissioners. Other than the appointment of the Commissioners, the FWBHA is an independent agency from the City.

The City is not involved in any hiring, contracting, or procurement activities of the FWBHA. Various Public Service activities of the FWBHA have been funded
through the CDBG program to benefit the residents of public housing. The City will review development sites proposed by FWBHA in the same manner as other applications for development proposed by a private developer. The FWBHA and the City did partner and develop Soundside Apartment Homes, a 200-unit affordable housing development.

The City is not aware of any gaps in the institutional structure that will impact the priority needs which will be addressed by the City within the planning period.

5. **Coordination.** The City does not coordinate activities between public and assisted housing providers and private and governmental health and governmental health and mental health and service agencies except as mentioned above.

6. **Public Housing.** The FWBHA does not operate under the Comprehensive Grant Program. The FWBHA receives assistance through the Comprehensive Improvement Assistance Program (CIAP). The FWBHA has not been designated as “troubled” by HUD. The City works closely with the FWBHA and continues to encourage homeownership through the sponsorship of the Housing Expo each year. The Fort Walton Beach Recreation Center Summer Enrichment program and after school tutoring are available and in close proximity to FWBHA residents. Also, the City partnered with the FWBHA to develop a 200-unit affordable housing development as described above. Because of the limited amount of CDBG funds, they are not used to directly support the FWBHA or its programs.

7. **Fair Housing.** The City will provide fair housing educational and investigative services to limit housing discrimination, as well as other activities to remove barriers to affordable housing. The steps to be taken by the City are outlined in the City’s Analysis of Impediments to Fair Housing.

There are approximately 9,592 households located in Fort Walton Beach. Of these households, 61.4% are owner occupied and 38.6% are renter occupied, with 12.4% being vacant.

The following tables are a special cross-tabulation of the 1990 Census of Population and Housing prepared by the U.S. Census Bureau and the 2013 Rental Market Study Affordable Housing Needs prepared by the Shimberg Center for Housing Studies at the University of Florida.

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Specified Renter-Occupied Units*

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*These numbers are +/- estimates

VII. TARGETED AREAS

Geographic Targeting. The City has established a CDBG Target Area within the City which represents the Block Group with the greatest concentration of low- to moderate-income households. All of the proposed Youth Services and Public Facilities activities are not located within the Target Areas. All programs may be located anywhere within the City limits provided the households meet the income qualification of extremely low, low- and moderate-income.

At the onset of the CDBG program in the mid-1970’s, federal regulations required that certain activities be geographically targeted. Although this requirement has since been removed, the City has continued its targeting strategy. The primary consideration for target area selection is neighborhood economic need (low- and moderate-income levels) followed by the degree of housing deterioration.

The geographic boundary of the five target areas are:

1. Target Area 1 - Hollywood Blvd NE (north), Elm Ave SE (east), Eglin Pkwy SE (west), Miracle Strip Pkwy SE & Santa Rosa Sound (south).
2. Target Area 2 - Hollywood Blvd SW (north), Beal Pkwy SW & Miracle Strip Pkwy SE (east), between Hollywood Blvd SW & Miracle Strip Pkwy SW (west), Santa Rosa Sound (south).
3. Target Area 3 – Sullivan St. NW (north), Jonquil Ave NW (east), Mary Esther Cutoff NW & one block W of Jonquil Ave NW (west), N of Bryn Mawr Blvd & Hollywood Blvd NW (south).
4. Target Area 4 – Specific properties between Racetrack Rd NW (north), James Lee Rd (east), Denton Blvd NW (west), and Bob Sikes Blvd (south).
5. Target Area 5 – Specific properties located between Lewis Turner Blvd (north), Hospital Rd (west), Fort Walton Beach Golf Course (east), & Racetrack Rd NW (south).
Portions of Target Areas 1 and 2 are located within the Community Redevelopment Area (CRA), which is an area identified as blighted and corresponds with the Beal Parkway Neighborhood. The CRA prepared a plan for the Beal Parkway Neighborhood. The Plan identifies specific projects needed within this area. The Community Redevelopment Agency allocates funds each year towards these projects. Streetscape projects are also funded by the CRA and are planned for this neighborhood. The engineering design of the streetscape projects is currently underway. In summary, both CDBG and CRA funds are directed to the CDBG Target Area 1.

VIII. CITIZEN PARTICIPATION

The City of Fort Walton Beach has many processes for involving citizens in its decision making; including City Council meetings, neighborhood meetings, numerous board and committee meetings; all designed to solicit public comments both informally or by utilizing three formal public hearings.

Citizens’ comments on the use of CDBG funds are solicited by a way of a citizen advisory group. The Citizen’s Advisory Committee (CAC) advises staff on the use of the City of Fort Walton Beach’s annual CDBG fund allocation.

Each year, the Citizen’s Advisory Committee (CAC) comes together to plan for the CDBG budget for the coming fiscal year. The CAC reviews all applications submitted for the City’s annual allocation of grant funds.

The Citizen’s Advisory Committee continues to be at the core of the public participation process. The City’s Community Development Block Grant staff promotes public awareness and opportunities for participation by placing documents such as the annual action plan, five-year consolidated plan, consolidated annual performance evaluation report, analysis of impediments to fair housing, etc., and by advertising their availability in the local news media and on the City website.

1. Public Hearings. The City’s Policies and Procedures Plan encourages the inclusion of all City residents throughout the Five-Year Consolidated Plan development process, especially low-income residents who are the primary clients for HUD programs.

At least three advertised public hearings or meetings are held each year to address housing and community development needs, development of proposed activities, and review of performance for the Community Development Block Grant (CDBG) program.

is available for comments at the following locations: Fort Walton Beach City Hall Annex, Development Services Division, 105 Miracle Strip Parkway SW, Fort Walton Beach City Clerk’s Office, 107 Miracle Strip Parkway SW, Fort Walton Beach Library, 185 Miracle Strip Parkway SE, Fort Walton Beach Housing Authority, 27 Robinwood Drive SW, Fort Walton Beach, Florida, and on the City of Fort Walton Beach website at www.fwb.org.

2. Notification and Access to Hearings. To ensure broad-based participation, extensive communication efforts are used during the implementation of the City’s Consolidated Plan citizen participation plan. Public notices for public hearings are published in the local newspaper and announced in local churches.

The various printed notices notify where copies of the Consolidated Plan are available and invite persons to either speak at the public hearings and/or submit written comments. Public hearings are handicap accessible and sign language interpretation is available at public hearings.

The City continually strives to organize and present data in a manner that is easily understood and evaluated by our citizens and welcomes comments on the Five-Year Consolidated Plan and the Annual Action Plan and how future reports might be improved

IX. MONITORING

Monitoring Standards and Procedures. Program evaluation and monitoring is the means by which the City provides administrative oversight and performance testing of activities undertaken through HUD assistance under this Consolidated Plan. Evaluation and monitoring applies to both activities directly undertaken by the City as well as sub-recipients and other work or services performed on a contractual basis.

Monitoring of the CDBG program will be carried out in-house by the City’s Engineering Services Department staff with the intent of providing technical assistance in program administration and activities. Monitoring will be used to ensure that activities carried out are in furtherance of the plan and meet the goals and objectives set forth in the Consolidated Plan. The monitoring will be on a monthly basis to ensure that program activities are being accomplished in a timely manner. For applicable projects, the City will ensure that all files are complete and that building permits were issued which ensures that final inspections are conducted and all building/housing codes have been met for all work.

It is the intent of monitoring activities that they be conducted in a positive and proactive manner, identifying and resolving problems early during an activity, providing technical assistance when feasible and necessary, maintaining communication and feedback on performance, any required reporting, and ongoing compliance with terms of the assistance and contract. Education, particularly in the case of sub-recipient types of activities, is an important element of the monitoring process. Prior to execution of a sub-recipient or other agreement, requirements are further reviewed with an explanation to the parties, including
the compliance and performance measures, and additional materials or information is provided as appropriate.

Ongoing evaluation is the primary mechanism for tracking performance and compliance. In the case of individual activities and sub-recipient agreements, disbursement of funds is tied to maintenance of compliance through each disbursement, including proper documentation of cost through that disbursement. Ongoing compliance is measured against the specifics of the particular agreement. Satisfactory resolution of any compliance or performance difficulties at the time of a planned disbursement is required prior to disbursement. In the case of sub-recipient and other forms or agreements or contracts for individual activities, the measurement of progress will vary depending upon the type of activity and the specific schedule, reporting and other benchmarks established for the particular activity.

The City continues to concentrate its efforts in funding activities that are directed at making improvements and a visible impact to the community for low, low- to moderate-income families.

The City will successfully utilize CDBG dollars to address needs identified in the Consolidated Plan. This is supported by the outcomes reported under each separate activity identified throughout this report. The expenditure of the city’s CDBG funding will be used for projects and strategies that are eligible and meet a national objective, and in doing this the overall benefit certification will be achieved.
Table 3C
Consolidated Plan Listing of Projects

**Jurisdiction’s Name:** City of Fort Walton Beach

**Priority Need:**
Administration / Planning

**Project Title:**
CDBG Program Administration / Planning

**Description:**
The CDBG program administration and planning by City staff.

**Objective Category:** ☒ Suitable Living Environment ☒ Decent Housing ☒ Economic Opportunity

**Outcome Category:** ☒ Availability / Accessibility ☒ Affordability ☒ Sustainability

**Location / Target Area:**
Community Wide

**Street Address:** 105 Miracle Strip Parkway SW

**City, State, Zip Code:** Fort Walton Beach, Florida 32548

<table>
<thead>
<tr>
<th>Specific Objective Number:</th>
<th>Project ID:</th>
<th>Funding Sources:</th>
</tr>
</thead>
<tbody>
<tr>
<td>HUD Matrix Code: 21A</td>
<td>CDBG Citation: 570.206</td>
<td><strong>CDBG</strong> $23,906</td>
</tr>
<tr>
<td>Type of Recipient: City</td>
<td>CDBG National Objective: 1 Benefit low/moderate income</td>
<td>ESG</td>
</tr>
<tr>
<td>Start Date: 10/01/2015</td>
<td>Completion Date: 09/30/2016</td>
<td>HOME</td>
</tr>
<tr>
<td>Performance Indicator: Expenditure of Funds</td>
<td>Annual Units:</td>
<td>HOPWA</td>
</tr>
<tr>
<td>Local ID:</td>
<td>Units Upon Completion:</td>
<td>Total Formula</td>
</tr>
</tbody>
</table>

The primary purpose of the project is to help:
☐ the Homeless
☐ Persons with HIV/AIDS
☐ Persons with Disabilities
☐ Public Housing Needs

**Total** $23,906
Jurisdiction’s Name: City of Fort Walton Beach

Priority Need: Youth Services

Project Title: Fort Walton Beach Recreation Center Summer Program

Description: This program provides summer programs that engage, enrich, and instruct youth from low/moderate income Families. The funds will be used to subsidize (lower) program fees for low and moderate income families for children enrolling in the programs.

Objective Category: ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity

Outcome Category: ☒ Availability / Accessibility ☐ Affordability ☐ Sustainability

Location / Target Area: Community Wide

Street Address: 132 Jet Drive NW

City, State, Zip Code: Fort Walton Beach, Florida 32548

<table>
<thead>
<tr>
<th>Specific Objective Number: SL-1</th>
<th>Project ID:</th>
</tr>
</thead>
<tbody>
<tr>
<td>HUD Matrix Code: 05D</td>
<td>CDBG Citation: 570.208 (2)(C)</td>
</tr>
<tr>
<td>Type of Recipient: City</td>
<td>CDBG National Objective: Low Mod Limited Clientele</td>
</tr>
<tr>
<td>Start Date: 10/01/2015</td>
<td>Completion Date: 09/30/2016</td>
</tr>
</tbody>
</table>

| Performance Indicator: # of persons assisted | Annual Units: 5 |
| Local ID: | Units Upon Completion: 5 |

Funding Sources:

- CDBG $4,000
- ESG
- HOME
- HOPWA

Total Formula

Prior Year Funds

Assisted Housing

PHA

Other Funding

Total $4,000

The primary purpose of the project is to help:

☒ the Homeless
☐ Persons with HIV/AIDS
☐ Persons with Disabilities
☐ Public Housing Needs
Jurisdiction’s Name: City of Fort Walton Beach

Priority Need:
Homeless Facility

Project Title:
One Hopeful Place Community Resource Center

Description: Community Solutions of the Emerald Coast has entered into a lease agreement for City owned property located at 1564 Percy Coleman Road. CDBG funds will be used to furnish and provide other necessities for a homeless resource center for men, women, children, and families. Funding for construction has already been secured; CDBG funds will be used to furnish the interior of the building(s).

Objective Category: ☑ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
Outcome Category: ☑ Availability / Accessibility ☐ Affordability ☐ Sustainability

Location / Target Area:
1564 Percy Coleman Road

Street Address: 105 Miracle Strip Parkway SW
City, State, Zip Code: Fort Walton Beach, Florida 32548

<table>
<thead>
<tr>
<th>Specific Objective Number:</th>
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<tbody>
<tr>
<td>HUD Matrix Code: 03C</td>
<td>CDBG Citation: 570.208 (2)(A)</td>
<td>CDBG $56,600</td>
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<tr>
<td>Type of Recipient: 11 Public Facilities</td>
<td>CDBG National Objective: 1 Benefit low/moderate income</td>
<td></td>
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<tr>
<td>Start Date: 10/01/2015</td>
<td>Completion Date: 09/30/2016</td>
<td></td>
</tr>
<tr>
<td>Performance Indicator: Number of People</td>
<td>Annual Units: 150</td>
<td></td>
</tr>
<tr>
<td>Local ID: 150</td>
<td>Units Upon Completion: 150</td>
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<tr>
<td>Total Formula</td>
<td>Prior Year Funds</td>
<td></td>
</tr>
<tr>
<td>Assisted Housing</td>
<td>Other Funding</td>
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<tr>
<td>PHA</td>
<td>Total $56,600</td>
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</table>

The primary purpose of the project is to help:
☑ the Homeless
☐ Persons with HIV/AIDS
☐ Persons with Disabilities
☐ Public Housing Needs
**Jurisdiction’s Name:** City of Fort Walton Beach

**Priority Need:**
Youth Services

**Project Title:**
Okaloosa County Comprehensive Head Start Milk Cooler Replacement

**Description:**
The Okaloosa County Comprehensive Head Start program provides early childhood education, health, nutrition, and social services to low income families. This request is to replace a milk cooler at the McGriff Center. The Department of Children & Families has issued warnings to the center regarding temperature control issues with the current cooler.

**Objective Category:**
☑ Suitable Living Environment
☐ Decent Housing
☐ Economic Opportunity

**Outcome Category:**
☑ Availability / Accessibility
☐ Affordability
☐ Sustainability

**Location / Target Area:**
22 McGriff Street

**Street Address:** 22 McGriff Street

**City, State, Zip Code:** Fort Walton Beach, Florida 32548

<table>
<thead>
<tr>
<th>Specific Objective Number</th>
<th>Project ID</th>
<th>Funding Sources</th>
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</thead>
<tbody>
<tr>
<td>HUD Matrix Code: 05D</td>
<td>CDBG Citation: 570.208 (2)(C)</td>
<td>CDBG $3,157.92</td>
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<tr>
<td>Type of Recipient: 01 People</td>
<td>CDBG National Objective: 1 Benefit low/moderate income</td>
<td>ESG</td>
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<tr>
<td>Start Date: 10/01/2015</td>
<td>Completion Date: 09/30/2016</td>
<td>HOME</td>
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<tr>
<td>Performance Indicator: # of People: 116</td>
<td>Annual Units: 116</td>
<td>HOPWA</td>
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<td>Local ID:</td>
<td>Units Upon Completion: 116</td>
<td>Total Formula</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Prior Year Funds</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Assisted Housing</td>
</tr>
<tr>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td></td>
<td>Other Funding</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total $3,157.92</td>
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</table>

The primary purpose of the project is to help:
☐ the Homeless
☐ Persons with HIV/AIDS
☐ Persons with Disabilities
☐ Public Housing Needs
Jurisdiction’s Name: City of Fort Walton Beach

Priority Need: Youth Services

Project Title: Okaloosa County Comprehensive Head Start McGriff Center Repairs

Description: The Okaloosa County Comprehensive Head Start program provides early childhood education, health, nutrition, and social services to low income families. This request is for removal & replacement of worn kitchen flooring, and the purchase and installation of ten (10) child size toilets.

Objective Category: ☑ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
Outcome Category: ☑ Availability / Accessibility ☐ Affordability ☐ Sustainability

Location / Target Area: 22 McGriff Street

Street Address: 22 McGriff Street

City, State, Zip Code: Fort Walton Beach, Florida 32548

<table>
<thead>
<tr>
<th>Specific Objective Number:</th>
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<tr>
<td>HUD Matrix Code: 03C</td>
<td>CDBG Citation: 570.208 (2)(C)</td>
<td>CDBG $21,750</td>
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<tr>
<td>Type of Recipient: 01 People</td>
<td>CDBG National Objective: 1 Benefit low/moderate income</td>
<td>ESG</td>
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<tr>
<td>Start Date: 10/01/2015</td>
<td>Completion Date: 09/30/2016</td>
<td>HOME</td>
</tr>
<tr>
<td>Performance Indicator: # of people</td>
<td>Annual Units: 160</td>
<td>HOPWA</td>
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<tr>
<td>Local ID:</td>
<td>Units Upon Completion: 160</td>
<td>Total Formula</td>
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<tr>
<td>Prior Year Funds</td>
<td>Assisted Housing</td>
<td></td>
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<tr>
<td>PHA</td>
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<tr>
<td>Total</td>
<td>$21,750</td>
<td></td>
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</table>

The primary purpose of the project is to help:
☐ the Homeless
☐ Persons with HIV/AIDS
☐ Persons with Disabilities
☐ Public Housing Needs
Jurisdiction’s Name: City of Fort Walton Beach

Priority Need:
Economic Opportunity

Project Title:
The Life Center of Gregg Chapel

Description:
The Life Center of Gregg Chapel is located in the former Chester Pruitt Recreation Center, which has been undergoing renovations. The multi-purpose area is the largest area in the Life Center, and has no existing air conditioning system. This area is to be used for a cold night shelter, and to provide programs and services focused on workforce development.

Objective Category:  □ Suitable Living Environment  □ Decent Housing  ☑ Economic Opportunity
Outcome Category:  □ Availability / Accessibility  □ Affordability  □ Sustainability

Location / Target Area:
15 Carson Drive

Street Address: 15 Carson Drive
City, State, Zip Code: Fort Walton Beach, Florida 32548

<table>
<thead>
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<th>Specific Objective Number:</th>
<th>Project ID:</th>
<th>Funding Sources:</th>
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<td>CDBG $17,500</td>
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<td>Type of Recipient: 01 People</td>
<td>CDBG National Objective: 1 Benefit low/moderate income</td>
<td>ESG</td>
</tr>
<tr>
<td>Start Date: 10/01/2015</td>
<td>Completion Date: 09/30/2016</td>
<td>HOME</td>
</tr>
<tr>
<td>Performance Indicator: # of persons assisted</td>
<td>Annual Units: 1000 people</td>
<td>HOPWA</td>
</tr>
<tr>
<td>Local ID:</td>
<td>Units Upon Completion: 1000 people</td>
<td>Total Formula</td>
</tr>
</tbody>
</table>
| Prior Year Funds | Assisted Housing | $

The primary purpose of the project is to help:

☑ the Homeless

☑ Persons with HIV/AIDS

☑ Persons with Disabilities

☑ Public Housing Needs

Prior Year Funds

Assisted Housing

PHA

Other Funding

Total $17,500

Type of Recipient: 01 People

CDBG National Objective: 1 Benefit low/moderate income

Start Date: 10/01/2015

Completion Date: 09/30/2016

Performance Indicator: # of persons assisted

Annual Units: 1000 people

Local ID:

Units Upon Completion: 1000 people

The primary purpose of the project is to help:

☑ the Homeless

☑ Persons with HIV/AIDS

☑ Persons with Disabilities

☑ Public Housing Needs

Prior Year Funds

Assisted Housing

PHA

Other Funding

Total $17,500