



CITY OF PLANO COUNCIL AGENDA ITEM

CITY SECRETARY'S USE ONLY				
<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Statutory				
Council Meeting Date:		December 14, 2015		
Department:		Neighborhood Services		
Department Head		Lori Schwarz		
Agenda Coordinator (include phone #): Doris Carter, ext. 5350				
CAPTION				
Public Hearing and Comment: Review of the Consolidated Annual Performance Evaluation Report describing the use of federal funds. This report details how the City used U.S. Department of Housing and Urban Development funds during the 2014-2015 grant year. The public will be given an opportunity to speak on the report during the public hearing.				
FINANCIAL SUMMARY				
<input checked="" type="checkbox"/> NOT APPLICABLE <input type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP				
FISCAL YEAR:	2014-15	Prior Year (CIP Only)	Current Year	Future Years
		TOTALS		
Budget	0	0	0	0
Encumbered/Expended Amount	0	0	0	0
This Item	0	0	0	0
BALANCE	0	0	0	0
FUND(s): NA				
COMMENTS: This item has no fiscal impact.				
STRATEGIC PLAN GOAL: Holding a Public Hearing and providing a forum for public comment relates to the City's goal of Financially Strong City with Service Excellence.				
SUMMARY OF ITEM				
As a requirement of receiving funds through the U.S. Department of Housing and Urban Development annually, the City must report on the grant-funded programs and related expenditures within 90-days of the end of the grant year. The report, called a Consolidated Annual Performance Evaluation Report, or CAPER, is designed to make public the use of these funds during the previous grant year. As part of our Citizen Participation Plan, the public is given an opportunity to both review and comment on the plan at a public hearing. The report was presented to the Community Relations Commission on November 19, 2015. The City publishes a notice in the local newspaper and makes the CAPER available for public review for 15 days. After the public comment period and hearings take place, comments are noted in the document, and it is submitted to HUD for review and acceptance.				
List of Supporting Documents:			Other Departments, Boards, Commissions or Agencies	
Memo			Community Relations Commission	
Report				

Date: November 25, 2015
To: Bruce D. Glasscock, City Manager
From: Shanette Brown, Community Services Manager
Subject: 2014-15 Consolidated Annual Performance Evaluation Report (CAPER)

Please find attached the Consolidated Annual Performance Evaluation Report (CAPER) which describes the use of U.S. Department of Housing and Urban Development (HUD) funds in Plano. The report is prepared as an annual requirement for the City to continue receiving Community Development Block Grant and HOME Investment Partnership funds. Its purpose is to inform the public of the use of these funds during the most recent 12-month grant cycle, October 1, 2014 through September 30, 2015. The 2014-15 grant year is the final year of Plano's 2010-2014 HUD Consolidated Plan for housing and community development needs.

To summarize, Plano expended \$1,816,490 in federal funds from HUD during the 2014 grant year. One hundred percent of funds expended were used to provide housing and/or public services. A total of 217 low-income persons and 109 low-income households were assisted. Projects creating and sustaining housing for low-income persons included construction completion of eight new affordable houses, housing rehabilitations for 40 households, and down payment and closing cost assistance for five first-time homebuyers.

The City of Plano also provided \$269,330 in Buffington Community Services Grant funds to provide short-term, urgent economic assistance and care services to Plano residents. City funds assisted 11,673 individuals and households in need. These accomplishments support the strategies, objectives and outcomes established in the 2010-2014 Consolidated Plan of Housing and Community Development Needs.

The following needs were met through grants used by various non-profit organizations or City programs:

Service/Client Type	Number Served
Counseling/Advocacy	7,715
Elderly	1,092
Employment Training	11
Health Services	1,309
Homeless	482
Housing	53
Rent and Utility Assistance	34
Youth	1,303
Total	11,999

The Community Relations Commission received the report and commented at a public meeting on November 19, 2015. Minor modifications were made as a result of Commissioner comments and suggestions. There were no comments from the public. Please contact me if you have questions regarding any of the information contained in the report.

xc: Frank Turner, Deputy City Manager
 Lori Schwarz, Director of Neighborhood Services
 Raini Layne, Sr. Budget Analyst



CDBG

COMMUNITY DEVELOPMENT BLOCK GRANT



2014 City of Plano
Consolidated Annual Performance Evaluation Report

Prepared for
United States Department of
Housing and Urban Development



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1 Executive Summary

The City of Plano is required to submit a Consolidated Annual Performance Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD) per 24 CFR Part 91. This report is a summary of accomplishments and actions taken for activities stated in the prior year Action Plan. The 2014 CAPER is used by HUD and the City to evaluate progress and performance during October 1, 2014 through September 30, 2015, the fifth program year of the 2010-2014 Consolidated Plan.

This report also highlights the use of Federal and city general funds to meet the needs of the community. Below are the strategic plan objectives and areas of high priority identified in the Consolidated Plan:

1. Decent Housing Strategy
2. Suitable Living Environment Strategy
3. Economic Opportunity Strategy

Narratives detail the City's efforts to collaborate with intergovernmental agencies, affirmatively further fair housing, leverage funds, accomplish the objectives set forth in the Consolidated Plan and ensure program compliance.

The CAPER must be available for public review and comment for a minimum of 15 days prior to submission. This report will be submitted to HUD within 90 days of the close of the program year.

2 Summary of Resources and Distribution of Funds

Each year, at the recommendation of the Community Relations Commission, City Council allocates funding to eligible activities which may include housing activities, emergency and public services. For the 2014-15 program year (PY), the City of Plano received an entitlement of \$1,561,961 in Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) funds and \$142,526 in program income. The total expended for CDBG and HOME, in the amount of \$1,816,490, includes funds from PY 2014-15 and prior years. General funds totaled \$269,330. All unexpended federal funds will carry over to PY 2015. With the assistance of nonprofit and faith-based organizations, the combined federal and general funds enabled the City to accomplish specific goals set forth in the 2010-2014 Consolidated Plan.

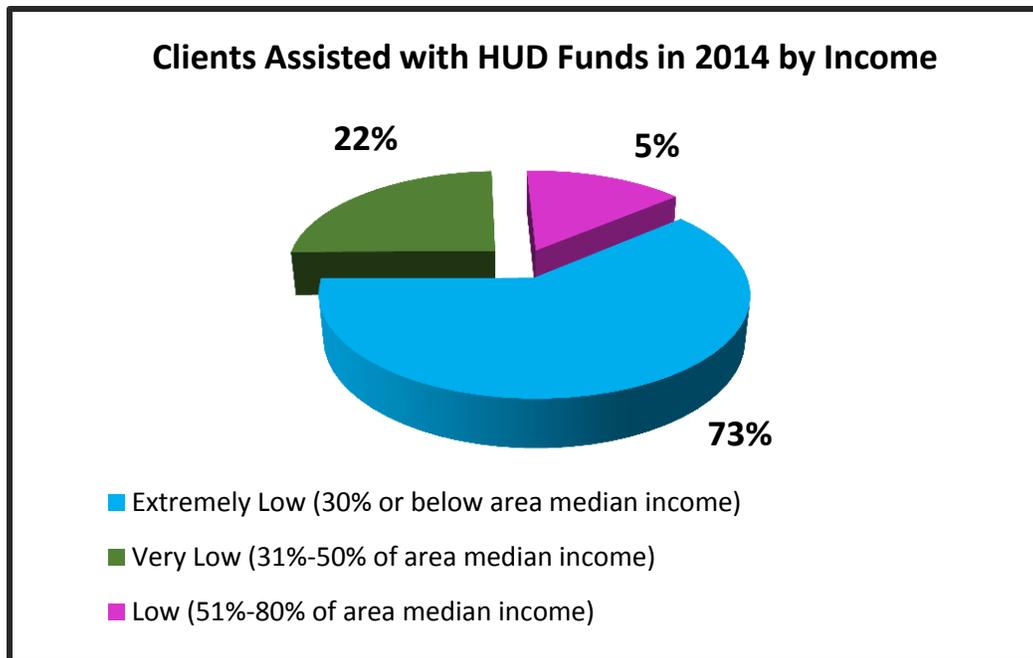
Grant	PY2014 Entitlement Funds	PY2014 Program Income	PY2014 Expenditures (includes prior year funds)	PY2014 Balance
CDBG	\$1,175,330	\$134,485	\$1,615,893	\$585,509
HOME	\$386,631	\$8,041	\$200,597	\$326,611
BCSG	\$269,330	\$0	\$269,330	\$0
Totals	\$1,831,291	\$142,526	\$2,085,820	\$912,120

2.1 Federal Funds

The City of Plano recognizes the important role of nonprofit organizations within our community in addition to the City administered programs. The table below lists agencies that received CDBG and/or HOME funds to help the City of Plano serve residents during the 2014 program year.

2014 Federal Activities
Boys and Girls Clubs of Collin County – SMART Moves
Samaritan Inn – Transitional Shelter
City of Plano – Homelessness Prevention (Samaritan Inn)
City of Plano – Housing Rehabilitation Program
Galaxy Counseling Center – Child and Family Counseling
LaunchAbility – Adult Services
Texas Muslim Women’s Foundation – Peace in the Home/Peaceful Oasis Shelter
City of Plano – First Time Homebuyer Program
Christ United Methodist Church – House on the Corner
Plano Housing Corporation
Habitat for Humanity of South Collin County

Federal dollars were attributed to individuals and households at or below 80% of the Dallas area median income as determined by HUD. The City of Plano requires 100% of persons assisted with HUD funds to meet income guidelines. During the past program year, 217 individuals and 109 households living in the city of Plano had access to new and/or improved services which helped them maintain and, in many cases, improve their economic situations.



2.2 City Funds

Buffington Community Services Grant Funds

The Consolidated Plan sets parameters to address community needs through the use of HUD and City funds. During the 2014 program year, the City of Plano set aside general fund dollars to be distributed as Robert W. Buffington Community Services Grants (BCSG). These funds supplement federal resources available to accomplish Consolidated Plan goals. The program year for BCSG funds coincides with the HUD program year. In 2014, \$269,330 in general funds were set aside for BCSG grants. The following agencies received BCSG funds:

2014 BCSG Activities
Assistance Center of Collin County – Information and Referral
Assistance League of Greater Collin County – Operation School Bell
CASA of Collin County – Child Advocacy Program
Children's Advocacy Center – Clinical Services
CITY House – My Friend's House: Runaway Homeless Youth and Transitional Living Program
Collin County Adult Clinic
Collin County Committee on Aging – Meals on Wheels
Family Outreach – In-Home Mentoring
Hope's Door, Inc. – Crisis Intervention
Journey of Hope Grief Support Center -- Bereavement Support
Plano Children's Medical Clinic – Project ARCH
Turning Point Rape Crisis Center of Collin County
Wellness Center for Adults – Gatekeeper and Preventative Healthcare

BCSG funds provide short-term, urgent economic assistance or care services, offering immediate relief of crisis impacting the physical and/or mental health of Plano residents. General categories for such assistance and care include food, clothing, shelter, transportation,

and medical or crisis counseling care. Though the City does not have a low income level requirement for BCSG funds, most BCSG agencies report they assist those with the greatest need and are low income. Based on PY 2014 final reports received to date, 11,673 Plano residents and households were assisted with BCSG funds.

3 Narratives of Consolidated Plan Goals and Objectives

The CAPER provides an overview of accomplishments in addressing community development needs and priorities through a process which included citizen input and opportunity for public comment. The 2010-2014 Consolidated Plan sets forth five-year strategies with various objectives. The strategies and objectives undertaken during PY 2015 are stated below and followed by the activities completed to address them.

HUD Tables 3A and 3B, located in the Appendices of this document, show numerical goals and a numerical summary of the narratives below.

3.1 Decent Housing (DH) Strategy

Strategy DH: Encourage the provision of decent, safe and affordable housing for low and moderate income and special needs residents.

Five 2014-15 program activities are categorized under the Decent Housing Strategy of the Consolidated Plan. The objectives are as follows:

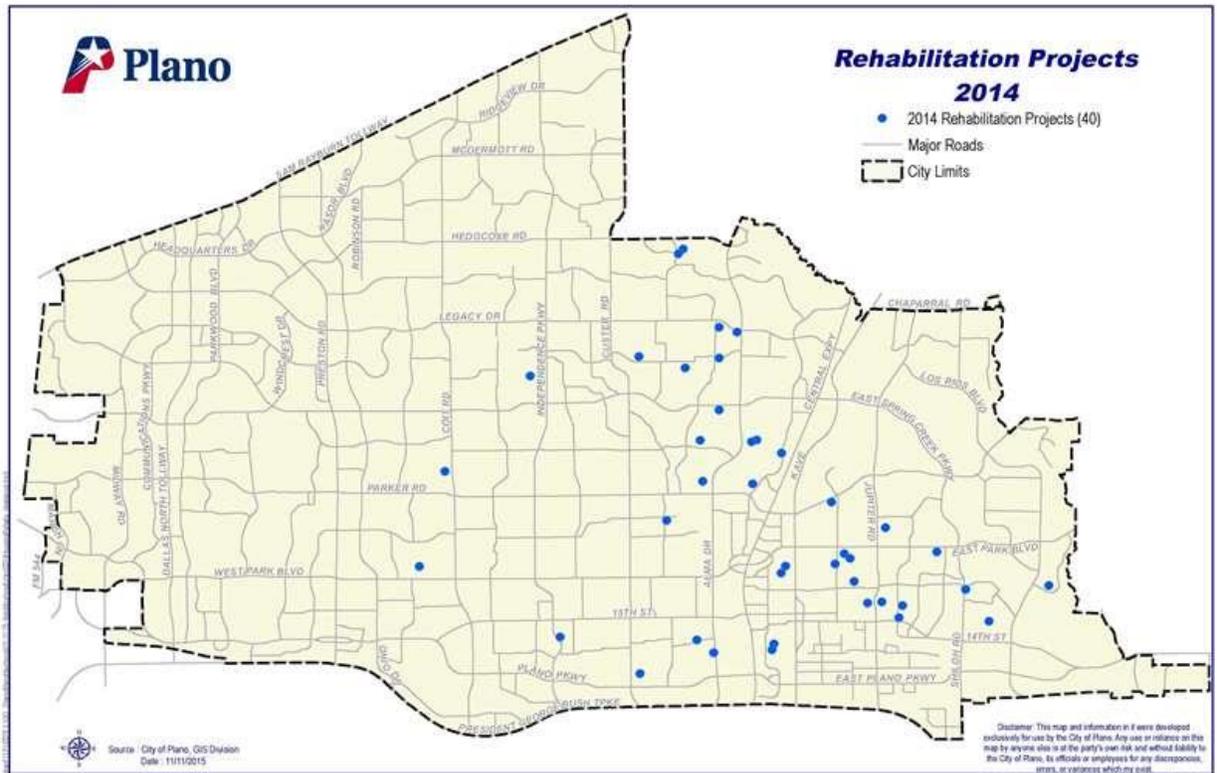
3.1.1 Objective DH-1.1

Continue to preserve and enhance existing housing stock through home rehabilitation.

3.1.1.1 City of Plano Housing Rehabilitation

Neighborhoods throughout the City have benefited from rehabilitation projects completed during PY 2014-15. Approximately \$1,146,551 in CDBG funds were used for home rehabilitations and emergency repairs for 40 households. Of the 40 households assisted, nine were categorized as extremely low, 11 very low and 20 low income.

One component of the program is to obtain the Home Energy Rating System (HERS) rating prior to and after a home rehabilitation. This rating quantifies the energy performance of the home. Homes rehabbed during the 2014 program year showed improvement in the HERS rating, specifically, an average of 29% as a result of the rehabilitation. The 2014 City of Plano Housing Rehabilitation project location map shows housing rehabilitation program activities during PY 2014-15.



3.1.2 Objective DH-1.2

Continue to create affordable homeownership opportunities through homeownership assistance, new construction and/or acquisition, and rehabilitation of land and properties for income qualified households.

3.1.2.1 Plano Housing Corporation

Plano Housing Corporation serves as the Community Housing Development Organization (CHDO) for the City of Plano. Plano Housing Corporation expended \$19,265 in HOME funds in PY 2014-15 and three homes were completed and sold to low income homebuyers. Staff and the agency continue to work on identifying potential developments to expend their allocation of HOME funds.

3.1.2.2 City of Plano First Time Homebuyer Program

The City of Plano's First Time Homebuyer Program increases homeownership opportunities for qualified buyers. In PY 2014-15, the City of Plano continued to collaborate with two neighboring cities as the central homebuyer education provider with 202 individuals attending classes held at Plano Municipal Center. Collaboration has benefited all parties by eliminating duplication of services, improving the quality of materials, increasing class participation and decreasing cost for each city. Other benefits include increased partnerships with lenders, realtors and other housing professionals as their knowledge and skills are used to enhance the training of potential homebuyers.

The City spent \$47,804 in CDBG and \$4,310 in HOME funds to assist five low income households with the purchase of a home in Plano.

3.1.2.3 Habitat for Humanity

Habitat for Humanity of South Collin County continues to help the City of Plano meet the need of reducing the cost burden for low income households by creating affordable housing in Plano. In PY 2014-15, the organization completed construction and sold four homes to low income homebuyers and is moving forward with construction on five additional homes. The infill housing project has created affordable homes for low income families and improved the neighborhood substantially. Habitat spent \$119,250 in HOME funds for development costs.

3.1.2.4 Christ United Methodist Church

Christ United Methodist Church's unique project is known as "House on the Corner." With volunteer labor, members construct a home on the church parking lot which sits at the corner of a busy intersection, then transfer the home to a residential site. The visibility of this project continues to increase the awareness for housing needs in our community.

This program helps to address the City's priority to increase home ownership of low income populations. The church spent \$19,108 in HOME funds during the 2014-15 program year. These funds assisted them in building one home for sale to a low income family.

3.1.3 Objective DH-1.3

Increase and support affordable rental housing opportunities in Plano.

3.1.3.1 Plano Housing Authority

The City of Plano often works in conjunction with the Plano Housing Authority (PHA) to assist residents in obtaining homeownership. According to HUD, the City of Plano is the "Responsible Entity" for PHA regarding environmental reviews. The City and PHA have also partnered to develop and increase affordable housing opportunities through the City's Housing Rehabilitation Program.

3.1.3.2 Support Housing Tax Credit Applications

The City of Plano periodically receives requests to support applicants to the Texas Department of Housing and Community Affairs (TDHCA) for the Housing Tax Credit Program (HTC). By providing resolutions of support or non-opposition, the City helps affordable housing developers meeting HTC application requirements as well be more competitive in TDHCA's funding process. During PY 2014-15, the City passed two resolutions in support of TDHCA housing tax credit applications. The City has also established, with input from developers, an annual application process starting in 2016 to evaluate applications to determine whether or not to provide a resolution of support.

3.2 Suitable Living (SL) Environment Strategy

Strategy SL: Improve and maintain suitable living environments by supporting and enhancing

public facilities, public services and infrastructure for low income persons, special needs populations and neighborhoods in need of revitalization.

Five 2014-15 program activities are categorized under the Suitable Living Strategy of the Consolidated Plan. The objectives are as follows:

3.2.1 Objective SL-2.1

3.2.1.1 Objective SL-2.1a

Develop and upgrade public facilities and infrastructure to help lower income persons, those with special needs and neighborhoods in need.

The City accomplished the accessibility modifications commitment to upgrade public facilities and infrastructure in prior program years.

3.2.1.2 Samaritan Inn Transitional Shelter

The Samaritan Inn Transitional Shelter program provided shelter and supportive services aimed to restore self-sufficiency to 54 homeless persons from Plano. The agency used \$40,000 in CDBG funds for program staff salary.

3.2.1.3 Texas Muslim Women's Foundation

The Texas Muslim Women's Foundation provided shelter and supportive services for victims fleeing domestic violence. The agency used \$26,940 in CDBG funds to provide program services to 22 Plano households.

3.2.2 Objective SL-2.2a

Provide support for organizations that engage in public services for Plano residents, especially special needs populations, including but not limited to low income elderly, persons with disabilities, persons with HIV/AIDS and at-risk youth.

3.2.2.1 Boys and Girls Clubs of Collin County

The Boys and Girls Club of Collin County assisted 146 low income youth through their SMART Moves program. Funds provided salaries for SMART Moves staff, building maintenance and utility fees. The agency provides gender specific youth forums to address such topics as moral compass, education and career development, and health and fitness. The agency spent \$40,714 in CDBG funds to carry out program activities.

3.2.2.2 Galaxy Counseling Center

Galaxy Counseling Center offered child and family counseling through affordable mental health services for families in need. The agency used \$3,193 in CDBG funds to provide program services to six low income clients.

3.2.3 Objective SL-2.2b

Assist homeless supportive services across the entire spectrum of need, from homelessness to self-sufficiency with continued emphasis on homelessness prevention.

3.2.3.1 *City of Plano Homelessness Prevention (Samaritan Inn)*

The Samaritan Inn administered the City of Plano's Homelessness Prevention Program. The program provided emergency rent, mortgage, and/or utility assistance to 34 Plano households at-risk of homelessness and spent \$68,000 in CDBG funds. Participating households received financial assistance and case management services.

3.3 Economic Opportunity (EO) Strategy

Strategy EO: Encourage economic opportunities that promote private investment for low and moderate income persons and area workforces.

One 2014-15 program activity is defined within the Economic Opportunity Strategy. The objective is listed below:

3.3.1 Objective EO-2

Create and/or expand opportunities for small businesses and/or microenterprises.

3.3.1.1 *LaunchAbility*

During program year 2014-15, LaunchAbility assisted 11 Plano residents with cognitive disabilities in obtaining and maintaining employment. The agency spent \$4,757 in CDBG funds to provide program services.

3.4 Other (O) Strategy

Strategy O, as listed in the 2010-2014 Consolidated Plan, includes program planning and administration that supports all of the previously mentioned HUD strategies and objectives. This strategy's sole objective is:

Objective O-1: Use CDBG and HOME funds to coordinate, monitor and implement the Consolidated Plan objectives in compliance with HUD requirements.

The City of Plano used \$273,729 in CDBG and HOME funds administering the 2014-15 program activities to include salaries, training/professional development, fair housing services, public notices and printing, audit costs, association dues and mileage reimbursement.

3.4.1 City-Funded Projects

The City's general funds helped to assist Plano residents of several populations as defined by HUD. Buffington Community Services Grant (BCSG) funds in the amount of \$269,330 were awarded for 16 programs at 14 agencies. Through third quarter PY 2014, 11,673 Plano residents and households were provided public services across a wide spectrum of special needs populations including elderly, homeless persons, victims of domestic violence, and

abused children. The following table provides a summary of agencies and programs funded through BCSG in PY 2014.

Agency	Service Description
Family Outreach	At-risk youth support
Collin County Committee on Aging	Home-delivered meals for seniors
Jewish Family Service Wellness Center for Older Adults	Senior wellness/healthcare
Assistance League	Clothes for school children
City House	Housing for homeless children and young adults
CASA of Collin County Children's Advocacy Center Hope's Door	Battered/abused women and children
Collin County Adult Clinic Plano Children's Medical Clinic	Medical/dental care
Journey of Hope Turning Point Rape Crisis Center	Crisis counseling and intervention services
Assistance Center of Collin County	Information and referral

4 Assessment of Consolidated Plan Goals & Objectives

The City of Plano 2010-14 Consolidated Plan's strategies, objectives, and outcomes are included in the Appendices of this document. Table 4.1 details progress made toward achieving those outcomes during program year 2014; the last year of the five-year plan. The last column of the chart reflects outcome achievement by percentage.

	5 Year Goal	2010	2011	2012	2013	2014	Total	%
Decent Housing Strategy								
Objective DH-1.1 Preserve and enhance existing housing stock through home rehabilitation								
Rehabilitate/Improve existing home stock (units)	95	34	36	43	31	40	184	193%
Offer and market programs to rehabilitate existing rental stock (meetings)	10	0	1	2	6	4	13	130%
Objective DH-1.2: Continue to create affordable homeownership opportunities through homeownership assistance, new construction and/or acquisition and rehabilitation.								
Assist homebuyers through education and homebuyer assistance (households)	60	11	13	10	5	5	44	73%
Inventory available parcels and evaluate their feasibility for affordable housing development (develop land map)	1	0	0	1	0	0	1	100%
Objective DH-1.3: Increase and support affordable rental housing opportunities								
Support PHA to maintain affordable housing developments (environmental reviews)	5	1	1	1	1	1	5	100%
Suitable Living Environment Strategy								
Objective SL-2.1: Develop and upgrade public facilities and infrastructure to help lower income persons, those with special needs, and neighborhoods in need.								
Assist with housing accessibility modifications for elderly and disabled residents within the City (households)	5	5	0	0	0	0	5	100%
Support/assist with the creation of additional shelter supportive services and transitional housing for homeless and under-housed (people)	100	18	0	0	79	76	173	173%
Objective SL-2.2: Fund public service activities serving primarily lower income persons and those with special needs								
Provide support to organizations that engage in public services for Plano residents, especially special needs populations (individuals)	4,625	603	771	710	204	152	2440	52%

	5 Year Goal	2010	2011	2012	2013	2014	Total	%
Assist homeless supportive services across the entire spectrum of need, from homelessness to self-sufficiency, with the continued emphasis on homelessness prevention (households)	100	22	39	47	36	38	182	182%
Participate and fund annual Collin County Homeless Point in Time count (units)	5	1	1	1	1	1	5	100%
Objective SL-3.1: Support the rehabilitation/revitalization of aging neighborhoods through a mixture of infrastructure improvements, home and business rehabilitation, code enforcement, and expanding economic opportunities								
Track neighborhood wellbeing by focusing resources on areas of greatest opportunity for improvement (neighborhoods)	3	1	2	2	1	1	7	233%
Economic Opportunity Strategy								
Objective EO-2: Create and/or expand opportunities for small businesses and/or microenterprises								
Support activities providing job training and assist with job/small business creation (people)	50	13	11	12	17	11	64	128%

5 Affirmatively Furthering Fair Housing

The City of Plano conducted an Analysis of Impediments to Fair Housing Choice (AI) in July 2010. The analysis reviewed the current City policies, federal and state regulations, and included a community survey of fair housing issues in an effort to recognize impediments to fair housing within the City of Plano. A summary of impediments are listed below along with actions taken to address them.

Impediment No. 1: Residents have very low awareness of who investigates housing discrimination in Plano and/or who to contact to file a complaint.

Impediment No. 2: Residents have limited information about fair housing laws and their rights. The city, housing authority and other partners could do more fair housing education and outreach.

Impediment No. 3: Plano continues to be a desirable place to live and, as such, has relatively high land and housing costs. That said, the city has policies in place to encourage affordable housing, including a Housing Infill ordinance and a Housing Density policy that allows for a mixture of housing types and densities. However, the city is predominantly intended for low-density neighborhood development.

Fair Housing Action Plan

Based on research performed by BBC Consulting, it was recommended that the City of Plano consider the following Fair Housing Action Plan (FHAP) and activities for reducing fair housing impediments:

Action Item 1: Make it easier for residents to find information about fair housing and the complaint process.

City 2014-15 Activity Response:

The City of Plano monitored its Fair Housing Website to ensure residents have a clear definition of housing discrimination and access to links for HUD's website (to assist those seeking to submit a complaint), the Texas Workforce Commission Civil Rights Division (TWCCRD) and the Plano Housing Authority website. Notices were included in City of Plano utility bills. Brochures and documents were distributed at City and neighborhood events and staff served on a committee to respond to HUD's proposed Furthering Fair Housing Rule.

Action Item 2: Continue policies to encourage and create mixed types of housing, affordable to households of all income levels.

City 2014-15 Activity Response:

As stated in the Analysis of Impediments, the City has several policies that encourage housing opportunities for low and moderate income households. The City's Housing Infill ordinance allows the City to acquire, donate land and/or allocate other funds toward the development of affordable housing. The City's updated Comprehensive Plan, Plano Tomorrow, outlines principles for development of a variety of housing options that address the housing needs of all Plano residents, including, but not limited to those at or below 120% AMI. The City also developed a process for developers applying for housing tax credit financing to obtain

resolutions of support of their applications. City staff attended a fair housing symposium hosted by the City of Dallas. City of Plano also hosted a landlord fair to promote the PHA's implementation of vouchers for veteran's supportive housing. The City of Plano promotes policies that encourage fair housing during the program year.

5.1 Actions & Outreach to MBEs

Staff continued marketing and outreach to Minority Business Enterprises (MBEs) by utilizing local media, searching websites such as the Small Business Administration and local chapters of national associations. These efforts along with networking and referrals resulted in 42% (\$340,170) of total funds awarded through housing rehabilitation as MWBE contracts.

Also, the City exceeded its goal of awarding 10% of construction contracts to Section 3 businesses and 3% of non-construction contracts to Section 3 businesses. From October 1, 2014 through September 30, 2015, the City of Plano paid \$802,526 to contractors providing construction services and \$16,252 for non-construction services for the City's Housing Rehabilitation Program. HUD's Section 3 Guidelines require recipients of their funds, to the greatest extent possible, provide job training, employment and contract opportunities for low income residents. During PY 2014, 45% of construction contracts and 23% of non-construction contracts were awarded to contractors that met Section 3 guidelines.

5.2 Affordable Housing

Through policy, funding commitments, and in-house programs, the City has provided opportunities to maintain and increase its affordable housing stock. During PY 2014-15, first time homebuyers received homeownership assistance for existing, rehabilitated or newly constructed homes and current homeowners were assisted through the housing rehabilitation program. Table 3B in the Appendices provides a numerical summary of accomplishments.

6 Continuum of Care

The City of Plano actively pursues avenues to address homelessness and participates in coordinating homeless services in the community. To address homelessness prevention, HUD funds were used to help families and individuals remain housed through rent, mortgage, utility and/or case management services.

Metro Dallas Homeless Alliance, the local Continuum of Care, has proposed a regional strategy to take action on homelessness in Collin County. The proposal includes additional funding, coordinated access for homeless persons, a Collin County Assessment Center and referral hotline.

Other efforts to provide solutions to homelessness include participation in the Collin County Point-in-Time Homeless Count and the Collin County Homeless Coalition. The coalition, which consists of homeless service providers, neighboring cities, faith-based organizations and educational institutions, is seeking ways to meet the need for services not currently available in Collin County. The Coalition was recently awarded funds for the development of coordinated access and HMIS participation in Collin County.

7 Other Actions & Leveraging Funds

7.1 Other Actions

Underserved Needs

Recognizing Federal resources alone are not sufficient to meet community needs, the City of Plano created the Buffington Community Services Grant (BCSG) in 1998. The grant consists of general funds to help meet underserved needs and assist agencies in accomplishing their missions.

Foster and Maintain/Eliminate Barriers to Affordable Housing

Ensuring that Plano residents have access to affordable housing is a priority for the City of Plano. This effort is accomplished through the City's First Time Homebuyer Program and Housing Rehabilitation Program as noted in earlier narratives. In addition, the City is committed to implementation of its Fair Housing Action Plan.

Overcome Institutional Gaps and Enhance Coordination

In order to overcome gaps in institutional structures and enhance coordination, Community Services Division staff actively collaborates with outside agencies, which include: the Collin County Homeless Coalition, Metro Dallas Homeless Alliance, Collin County Social Service Association, and Texas Health Resources Community Health Council. Other efforts include networking with neighboring participating jurisdictions through the National Community Development Association and advocating for elimination of duplicate services amongst public service agencies.

Public Housing and Resident Initiatives

During PY 2014-15, the Plano Housing Authority offered a walk-in medical clinic one afternoon per week and sponsored a "Back 2 School Block Party" for residents.

Lead-Based Paint Hazard Reduction

City staff has been trained and certified in lead-based paint risk assessment and hazard reduction. All houses built prior to 1978 are inspected for lead hazards prior to rehabilitation and home purchase. If potential hazards exist, homeowners receive lead based paint notification and the appropriate level of action is included in the rehabilitation work.

Program Compliance

City staff attended various HUD-sponsored training sessions as well as participated in webinars during PY 2014-15. These efforts are to ensure staff is current with new and/or revised federal regulations regarding HUD funded programs. Below is a list of training sessions and/or webinars attended:

- CDBG Listening Session
- Consolidated Plan
- HUD Environmental Review and Assessment Trainings
- Federal Labor Standards
- HOME Final Rule

- IDIS and e-Con Planning Suite trainings
- Lead Based Paint
- First Time Homebuyer Marketing and Outreach
- National Community Development Association Trainings and Seminars
- HUD Regional Quarterly Meetings

For planning/monitoring requirements, staff conducts regular desk monitoring and annual on-site monitoring of programs to ensure program and comprehensive planning compliance. In addition, staff requires mandatory training for all CDBG and HOME subrecipients and publishes a "CDBG and HOME Subrecipient Compliance Manual" for those agencies and provides ongoing technical assistance as needed.

Anti-Poverty Strategy

Using federal and city funds, the City partnered with agencies to provide services to families with the objective to decrease dependence on public assistance and increase income. Agency partners provided various educational and job training programs in cooperation to help families increase their income and realize earning potential.

7.2 Leveraging Resources

City of Plano subrecipients are encouraged to leverage HOME and CDBG funds in seeking other funding sources. Diversification of funding sources reduces dependence on HUD funds, which are subject to change annually. Leveraging also decreases the amount of HOME and CDBG funding needed for each project, allowing the City to assist more residents.

HOME-funded single family residential and acquisition/rehabilitation projects also leverage funds to maximize affordable housing dollars. Approximately \$710,000 in non-federal funds were leveraged. The City of Plano requires non-profit agencies producing affordable single family homes to leverage outside funds to complete the construction and/or rehabilitation of houses for low income buyers. Like the First Time Homebuyer program, this permits the non-profit agency and homebuyer to have a greater equity in the home and also allows the City to distribute program funding dollars to more in need.

The City of Plano uses as Match for HOME funds by calculating the interest saved by homebuyers due to obtaining reduced interest or interest free loans and by the deferred payment gap loans made by the developers. The City also uses in-kind volunteer labor provided for HOME construction projects.

8 Self Evaluation

The 2014-15 activities added outcomes toward achieving the strategies and objectives established in the 2010-2014 Consolidated Plan. This was the fifth year of the five year Consolidated Plan. Tables 3A and 3B in the Appendices provide an in-depth review of the City's annual outcomes. An overview of the City's accomplishments.

Decent Housing Strategy

Objective DH-1.1: Preserve and enhance existing housing stock through home rehabilitation.

The City's Housing Rehabilitation program completed home rehabilitations and emergency repairs for 40 households; 121% of the expected number of units. This success can be attributed in part to continued efforts by staff to market the program and the demand for homeowners seeking assistance in maintaining and repairing their homes.

Objective DH-1.2: Create affordable homeownership opportunities through homeownership assistance, new construction and/or acquisition and rehabilitation of land and properties for income qualifying households.

Christ United Methodist Church met its annual commitment and began building a second property with its 2014-15 funds. The second property will be completed and sold to a low income household during the 2015-16 program year.

Plano Housing Corporation is a nonprofit organization that serves as a Community Housing Development Organization (CHDO) in the City of Plano. The organization met its completion goal by completing construction and selling three homes to low income homebuyers but did not meet its expenditure goal. City staff and the agency continue to work together to identify development opportunities.

Habitat for Humanity of South Collin County completed construction and sold four homes to low income homebuyers in PY 2014 and is currently constructing an additional five homes. Habitat's undertaking has produced a substantial amount of affordable housing for the community.

Finding qualified applicants for the City's FTHB program continued to be difficult for staff. During the program year, 56 households applied and five applicants closed on a home. The supply of affordable housing is insufficient due to high demand and low supply of properties in the city, limited HUD funding for affordable housing activities in Plano, and state laws disallowing mandatory inclusionary housing. As a result, Staff will continue to market the program through local and City sponsored events, networking, and mailers in an attempt to locate potential homebuyers. Staff also changed the program guidelines in 2014-15, increasing downpayment/closing cost up to \$20k and increasing home purchase value to \$165k.

Suitable Living Environment Strategy

Objective SL-2.2a: Provide support to organizations that engage in public services for Plano residents, especially special needs populations, including but not limited to low income elderly, persons with disabilities, persons with HIV/AIDS and at-risk youth.

One HUD activity, Boys and Girls Club of Collin County, under this objective met and/or exceeded their annual outcome goal. One HUD activity, Galaxy Counseling Center, did not reach its outcome and spending goals. Approximately \$14,236 in unused CDBG funds will be reallocated.

Objective SL-2.2b: Assist homeless supportive services across the entire spectrum of need from homelessness to self-sufficiency, with an emphasis on homelessness prevention.

During the 2014-15 program year, the City's Homelessness Prevention Program, Samaritan Inn's Transitional Shelter Program, and Texas Muslim Women Foundation substantially met their outcome goals. Approximately \$8,093 in unused CDBG funds will be reallocated.

Economic Opportunity Strategy

Objective E0-2: Support activities that provide job training and assist in job/small business creation.

In this category, one program through LaunchAbility provided services to help disabled adults obtain and maintain employment. The agency's Supported Employment program exceeded its annual outcome goal. Approximately \$10,242 in unused CDBG funds will be reallocated.

9 CDBG & HOME Narrative

9.1 CDBG Narrative

The City of Plano used CDBG funds to address objectives set forth in the 2010-14 Consolidated Plan. Tables 3A and 3B in the Appendices show the City's annual progress. There were no significant changes in program objectives. Activities undertaken were stated in the 2014-15 Action Plan submitted to HUD prior to the beginning of PY 2014-15.

The City of Plano received \$134,485 in program income during the year, \$14,485 more than originally estimated. These funds were reprogrammed into the City's Housing Rehabilitation Program. Program income was generated predominately from rehabilitation loan payments and is spent on new housing rehabilitation projects.

At the end of the program year, loans consist of Housing Rehabilitation forgivable and repayable loans; 115, with a balance of \$1,620,666 and, 87 with a balance of \$76,264 respectively. In addition, First Time Homebuyer forgivable loans total 17 with a balance of \$53,228. Total interest collected was \$13,921.

The primary use of 2014 CDBG funds was affordable housing development, housing rehabilitation, and public service activities. As required by HUD, 70% of all CDBG funds expended during a particular period must benefit low-to-moderate income persons. The City exceeded this goal as all funds spent benefited low income individuals or households. Public service activities accounted for 15% of these funds. The City will reallocate unspent dollars to HUD-eligible activities.

In assessing the City's efforts to carry out planned actions as part of the City's certification to follow the HUD approved Consolidated Plan, the City of Plano has:

- Implemented all programs and activities in accordance with Local, State and Federal laws,
- Used CDBG funds toward highest priority needs and goals which satisfy national objective requirements,
- Used all resources listed in the Action Plan,
- Not hindered Consolidated Plan implementation by action or willful inaction, and
- Followed anti-displacement and relocation policies.

9.2 HOME Narrative

HOME funds were used as proposed in prior year Action Plans addressing the priority need of affordable housing. Assistance was provided to first time homebuyers, for home rehabilitation and for creation of new infill housing. All HOME funds benefited extremely low -to-low income households. Table 3B in the Appendices summarizes Affordable Housing goals.

The HOME program is required to obtain match contributions for the period covered by the Consolidated Plan program year.

As reported in the HUD's Integrated Disbursement and Information System (IDIS), the City receipted \$39,790 and drew down \$58,569 in program income. Program income draws included

program income received in prior program year. The estimated amount stated in the 2014-15 Action Plan is \$3,000. These funds can be attributed primarily to loan payments.

The City will allocate and expend these funds on HOME-eligible activities.

10 Citizen Comments

Description of Public Comment Process

This report was prepared by the Community Services Division of the Neighborhood Services Department. On November 22, 2015, a Public Notice was published in the Plano Star-Courier informing the public of the report and the schedule of open meetings for public comment. Open meetings were held on November 19th before the Community Relations Commission and December 14th before City Council. The notice also informed the public that a copy of the draft report could be obtained at the Community Services Division office and via the web. A 15-day public comment period was held from November 23rd to December 7th, 2015.

Public Comments

No public comments were received by the City during the public comment period and at the scheduled open meetings.

11 Appendix: HUD Table 3A: 2014 Summary of Specific Annual Objectives

Obj #	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Actual Number	Outcome / Objective
Owner Housing Objectives						
DH-1.1	Preserve existing housing stock (City of Plano Housing Rehabilitation)	CDBG and CDBG Program Income: \$814,223	Total number of affordable units	33	40	DH-1
DH-1.2	Provide affordable housing to low income first time homebuyers (City of Plano First Time Homebuyer)	CDBG: \$29,863 HOME: \$90,968	Number of first time homebuyers and number receiving down payment assistance	10	5	DH-1
DH-1.3	Increase the availability / accessibility to decent housing for low income families (Christ United Methodist Church)	HOME: \$35,000	Total number of affordable units	1	1	DH-1
DH-1.4	Increase the availability / accessibility to decent housing for low income families (Habitat for Humanity)	HOME and HOME Program Income: \$105,000	Total number of affordable units	3	4	DH-1
DH-1.5	Increase the availability / accessibility to decent housing for low income families (Plano Housing Corporation)	HOME: \$120,000	Total number of affordable units	2	3	DH-1

Obj #	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Actual Number	Outcome / Objective
Homeless Objectives						
SL-1.1	Provide accessibility to create sustainable living environment to persons who are at risk of homelessness (City of Plano Homeless Prevention)	CDBG: \$68,000	Number of households that received emergency financial assistance to prevent homelessness	38	34	SL-1
SL-1.2	Provide accessibility to create sustainable living environment to persons who are at risk of homelessness (Samaritan Inn Transitional Shelter)	CDBG: \$40,000	Number of households that received homeless shelter and supportive services	52	54	SL-1
SL-1.3	Provide accessibility to create sustainable living environment to persons who are at risk of homelessness (Texas Muslim Women's Foundation)	CDBG: \$35,034	Number of households that received homeless shelter and supportive services	18	22	SL-1
Public Service Objectives						
SL-1.4	Provide accessibility / availability for the purpose of creating suitable living environments (Boys and Girls Club)	CDBG: \$40,714	Number of persons assisted with new and/or improved access to service	136	146	SL-1

Obj #	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Actual Number	Outcome / Objective
SL-1.5	Provide accessibility / availability for the purpose of creating suitable living environments (Galaxy Counseling)	CDBG: \$17,430	Number of persons assisted with new and/or improved access to service	45	6	SL-1
Economic Objective						
EO-1.1	Provide accessibility / availability to economic opportunity (LaunchAbility)	CDBG: \$4,757	Number of persons assisted with new and/or improved access to service	11	11	EO-1

HUD Outcome/Objective Codes

	Availability / Accessibility	Affordability	Sustainability
Decent Housing	DH-1	DH-2	DH-3
Suitable Living Environment	SL-1	SL-2	SL-3
Economic Opportunity	EO-1	EO-2	EO-3

12 Appendix: HUD Table 3B: 2014 Annual Housing Completion Goals

Grantee Name: City of Plano Program Year: 2014-15	Expected Annual # of Units to be Completed	Actual # Completed	Resources Used During the Period
Beneficiary Goals (Sec. 215)			
Homeless households	0	0	N/A
Non-homeless households	87	87	CDBG, HOME
Special Needs households	0	0	N/A
Total Sec. 215 Beneficiaries	87	87	
Rental Goals (Sec. 215)			
Acquisition of existing units	0	0	N/A
Production of new units	0	0	N/A
Rehabilitation of existing units	0	0	N/A
Rental assistance	38	34	CDBG
Total Sec. 215 Affordable Rental	38	34	
Homeowner Goals (Sec. 215)			
Acquisition of existing units	0	0	N/A
Production of new units	6	8	HOME
Rehabilitation of existing units	33	40	CDBG
Homebuyer assistance	10	5	CDBG, HOME
Total Sec. 215 Affordable Owner	49	53	
Combined Rental and Owner Goals (Sec. 215)			
Acquisition of existing units	0	0	N/A
Production of new units	6	8	HOME

Grantee Name: City of Plano Program Year: 2014-15	Expected Annual # of Units to be Completed	Actual # Completed	Resources Used During the Period
Rehabilitation of existing units	33	40	CDBG, HOME
Rental assistance	38	34	CDBG
Homebuyer assistance	10	5	CDBG, HOME
Combined Total Sec. 215 Goals	87	87	
Annual Housing Goals			
Annual Rental Housing Goal	38	34	CDBG
Annual Owner Housing Goal	49	53	CDBG, HOME
Total Annual Housing Goal	87	87	

Explanation of Table 3B Expected Numbers:

- Non-Homeless Households: Homelessness Prevention, First Time Homebuyer, Plano Housing Corporation, Habitat for Humanity, Christ United Methodist, and Rehabilitation goals.
- Rental Assistance: Homelessness Prevention goal.
- Production of new owner units: Plano Housing Corporation, Habitat for Humanity, and Christ United Methodist goals.
- Rehabilitation of existing owner units: Rehabilitation goal.
- Homebuyer Assistance: First Time Homebuyer goal.

13 Appendix: 2014 HOME Developer Project Summary

Below is a detailed explanation of HOME developer activities that took place during the PY 2014-15. The purpose of this section is to assist HUD staff in reviewing HOME funded development activities.

Christ United Methodist

#639 - Project is completed.

Habitat for Humanity of South Collin County

#519, 593, 621, and 638 - Each number represents a single project; projects are completed.

#622, 635, 636, 642, and 643 - Each number represents a single project that will be completed with final draws and completion to be reported in PY 2015.

Plano Housing Corporation

#600, 615, and 624 - Each number represents a single project; projects are completed.

14 Appendix: 2010-2014 Consolidated Plan Strategies



City of Plano, Texas Five Year Strategic Plan

This document includes Narrative Responses to specific questions that grantees of the Community Development Block Grant, HOME Investment Partnership, Housing Opportunities for People with AIDS and Emergency Shelter Grants Programs must respond to in order to be compliant with the Consolidated Planning Regulations.

GENERAL

Executive Summary

The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

5 Year Strategic Plan Executive Summary:

The City of Plano has established the following strategies, objectives and outcomes to guide its Consolidated Plan for program years 2010 to 2014.

DECENT HOUSING

Strategy DH: Encourage the provision of decent, safe and affordable housing for low and moderate income and special needs residents.

- **Objective DH-1.1 (Affordability):** Continue to preserve and enhance existing housing stock through home rehabilitation.

DH-1.1 five year outcomes:

- Provide programs to rehabilitate and improve the existing stock of homes occupied by low and moderate income owners.
 - *Outcome/five year goal:* 95 units
- Continue to offer and market programs to rehabilitate and improve existing rental stock occupied by low and moderate income renters.
 - *Outcome/five year goal:* 10 meetings and/or speaking engagements specifically to market the rehabilitation program to landlords with low and moderate tenants.

- **Objective DH-1.2 (Affordability):** Continue to create affordable homeownership opportunities through homeownership assistance, new construction and/or acquisition and rehabilitation of land and properties for income qualifying households.

DH-1.2 five year outcomes:

- Provide assistance to homebuyers with downpayment assistance, closing cost assistance, and/or homebuyer education and counseling.
 - *Outcome/five year goal:* 60 units

City of Plano

- Consider sale of publicly owned land to affordable housing developers. Inventory available parcels and evaluate their feasibility for affordable housing development.
 - *Outcome/five year goal:* Develop map of vacant parcels by zoning district for affordable housing developers.
- **Objective DH-1.3 (Affordability):** Increase and support affordable rental housing opportunities in Plano.
 - DH1.3 five year outcomes:*
 - Continue to support the efforts of the Plano Housing Authority (PHA) to maintain affordable housing developments and issue Housing Choice Vouchers.
 - *Outcome/five year goal:* Complete 5 annual environmental reviews for PHA Capital Funding
 - *Outcome/five year goal:* Certify PHA initiatives as compliant with the Consolidated Plan as needed.
 - Support applications for and the development of Low Income Housing Tax Credit (LIHTC) projects.
 - *Outcome/five year goal:* Completed on an as needed basis

SUITABLE LIVING ENVIRONMENT

Strategy SL: Improve and maintain suitable living environments by supporting and enhancing public facilities, public services and infrastructure for low income persons, special needs populations and neighborhoods in need of revitalization.

- **Objective SL-2.1 (Availability/Accessibility):** Develop and upgrade public facilities and infrastructure to help lower income persons, those with special needs and neighborhoods in need.
 - SL-2.1 five year outcomes:*
 - Support and assist with the creation of additional shelter, supportive services, and transitional housing for homeless and under-housed.
 - *Outcome/five year goal:* 100 people
 - *Outcome/five year goal:* Certify local agency initiatives as compliant with the Consolidated Plan, as needed.
 - Continue to assist with housing accessibility modifications for elderly and disabled residents within the City of Plano.
 - *Outcome/five year goal:* 5 housing units

- **Objective SL-2.2 (Availability/Accessibility):** Fund public service activities serving primarily lower income persons and those with special needs.

SL-2.2 five year outcomes:

- Provide support to organizations that engage in public services for Plano residents, especially special needs populations, including but not limited to low income elderly, persons with disabilities, persons with HIV/AIDS and at-risk youth.
 - *Outcome/five year goal:* 4,625 individuals
- Assist homeless supportive services across the entire spectrum of need, from homelessness to self-sufficiency, with the continued emphasis on homelessness prevention.
 - *Outcome/five year goal:* 100 families
 - *Outcome/five year goal:* Participate and fund annual Collin County Homeless PIT survey: 5 units

- **Objective SL-3 (Sustainability):** Support the rehabilitation/revitalization of aging neighborhoods through a mixture of infrastructure improvements, home and business rehabilitation, code enforcement, and expanding economic opportunities.

SL-3 five year outcomes:

- Actively pursue and track neighborhood well being by focusing resources on areas of greatest opportunity for improvement.
 - *Outcome/five year goal:* 3 neighborhoods showing measureable improvements

ECONOMIC OPPORTUNITIES

Strategy EO: Encourage economic opportunities that promote private investment for low and moderate income persons and area workforce.

- **Objective EO-2 (Availability/Accessibility):** Create and/or expand opportunities for small businesses and/or microenterprises.

EO-2 five year outcomes:

- Support activities that provide job training and assist with job/small business creation.
 - *Outcome/five year goal:* 50 people

OTHER

Strategy O: Continue program planning and administration that supports all of the above strategies and objectives.

- **Objective O-1:** Use CDBG and HOME funds to coordinate, monitor and implement the Consolidated Plan objectives according to HUD.
 - *Outcome/five year goal:* Create Action Plan and CAPER documents acceptable to HUD: 10 units