CITY OF PLANO
COUNCIL AGENDA ITEM

CITY SECRETARY'S USE ONLY	
☐ Consent ☐ Regular ☐ Statutory	
Council Meeting Date:	12/13/2010
Department:	Planning
Department Head	P. Jarrell
Agenda Coordinator (include phone #):	**Doris Carter x5350**

CAPTION

Public Hearing and Comment: Review of the Consolidated Annual Performance Report for the use of Federal Funds 2009-10 grant year as received by the U.S. Department of Housing and Urban Development.

FINANCIAL SUMMARY

☒ NOT APPLICABLE ☐ OPERATING EXPENSE ☐ REVENUE ☐ CIP

FISCAL YEAR: **2010-11**	**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): GRANT FUND

COMMENTS: This item has no fiscal impact to the City.

STRATEGIC PLAN GOAL: The Consolidated Annual Performance Report relates to the City's goal of "Great Neighborhoods - 1st Choice to Live" and "Partnering for Community Benefit."

SUMMARY OF ITEM

The City is required to inform the public regarding the use of federal grant funds provided to the City each year. The attached report decscribes consolidated plan goals for the year and the results which were achieved. These accomplishments directly support Goal 4 "Great Neighborhoods-1st Choice to Live" and Goal 6 "Partnering for Community Benefit".

List of Supporting Documents:	Other Departments, Boards, Commissions or Agencies
Memo, Report	

M E M O R A N D U M

DATE: November 29, 2010

TO: Frank Turner, Deputy City Manager

FROM: Christina Day, Community Services Manager

RE: 2009-10 Consolidated Annual Performance Evaluation Report

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Please find attached the Consolidated Annual Performance Evaluation Report for the use of federal funds in Plano in 2009-10. The report is prepared as a requirement for the use of federal funds. Its purpose is to inform the public regarding how the federal funds were used during the year.

To summarize the report, Plano expended $1,986,451 in federal funds. 100% of federal funds expended were used to provide housing and/or public services for 410 low income individuals and 226 low income households residing in Plano. In addition, the City of Plano provided $527,600 in Buffington Community Services funds to provide emergency services to residents such as food, shelter, clothing and preventative healthcare assistance. City funds assisted 6,610 individuals and 303 households in need. These accomplishments directly support City Council Strategic Plan goals: Goal 4 “Great Neighborhoods-1st Choice to Live” and Goal 6 “Partnering for Community Benefit.”

Six new affordable houses were completed and 44 single-family homes obtained assistance with housing rehabilitation. Thirty eight homebuyer families received down payment and closing cost assistance. A total of 272 Plano residents attained assistance with housing needs, including both homeowner and rental assistance.

In addition to housing needs, the following needs were met through grants with various non-profit organizations or city programs. (Please note that some of the residents who were assisted appear in more than one of the following categories.)

Homeless/At-Risk of Homelessness	417
Elderly	1,132
Persons with HIV/AIDS	43
Youth	673
Education/Literacy	62
Health Services	2,846
Rent and Utility Assistance	641

2009 City of Plano

Consolidated Annual Performance Evaluation Report

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1 Introduction

In accordance with the U.S. Department of Housing and Urban Development's (HUD) 24 CFR Part 91, the City of Plano is required to submit the Consolidated Annual Performance Evaluation Report (CAPER) to HUD regarding program performance. This report is a summary of accomplishments and an account of allocations and expenditures for activities undertaken as a part of the City of Plano 2005-2009 Consolidated Plan. The 2009 City of Plano CAPER covers the program year July 1, 2009 through September 30, 2010, the final program year within the 2005-2009 Consolidated Plan. By law, the City of Plano CAPER must be available for public comments 15 days prior to report submission. Additionally, this report must be submitted to HUD within 90 days of the close of the program year.

2 Executive Summary

During the 2009-2010 HUD program year, the City of Plano expended $1,986,451 in Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) funds, $572,994 in American Recovery and Reinvestment Act funds, and $527,600 in general funds to assist Plano residents in improving their quality of life. The combination of federal and general funds enable the city to accomplish goals set forth six years ago in the 2005-2009 Consolidated Plan.

2.1 Federal Funds

During the 2009 program year, the City of Plano signed funding agreements with the U.S. Department of Housing and Urban Development (HUD) for $1,273,226 in Community Development Block Grant (CDBG) funds, $482,440 in HOME Investment (HOME) funds, $332,930 CDBG-Recovery (CDBG-R) funds, and $509,050 in Homelessness Prevention and Rapid Re-Housing (HPRP) funds. All of these funds were used to assist low income families living with the city of Plano.

The City of Plano recognizes the vital role of nonprofit organizations within our community and accomplished many of the achievements mentioned in this report with their help. Table 2.1 shows agency names and their corresponding HUD activity number that received CDBG HOME and/or HPRP funds to help the City of Plano serve residents during the 2009 program year.

2009 Activities	HUD Activity Number
AIDS Service of North Texas	421
Boys and Girls Club of Collin County	418
Communities in Schools Dallas Region	422,423
Christ United Methodist Church	450
City of Plano Housing Rehabilitation Program	379,416
City of Plano First Time Homebuyer Program	427,428,429,430,431,440,441,442, 443,444,445,446,447,453,454,455, 456,457,458,459,461,462,463,464, 465,466,467,475,477,478,479,480, 481,482,483,484,485,486

2009 Activities	HUD Activity Number
Crossroads Family Services	419
Habitat for Humanity of South Collin County	401,410,448,452,469,470
Interfaith Housing Coalition	434
Legal Aid of Northwest Texas	437
LifePath Systems	420
Plano Housing Corporation	449,451,472
Samaritan Inn	436
Samaritan Inn (City of Plano Homelessness Prevention Program)	417

Table 2.1 2009 Plano CDBG/HOME/HPRP Agencies

The City of Plano focuses its federal dollars on individuals and families with the greatest need. All of the funds received from HUD were spent on individuals and households at or below 80% of the area median income classified as low income by HUD. During the past program year, 410 individuals and 226 households living in the city of Plano were assisted with HUD funds. These individuals enjoyed access to new and/or improved services which helped them maintain, and in many cases improve, their current social and economic situations.

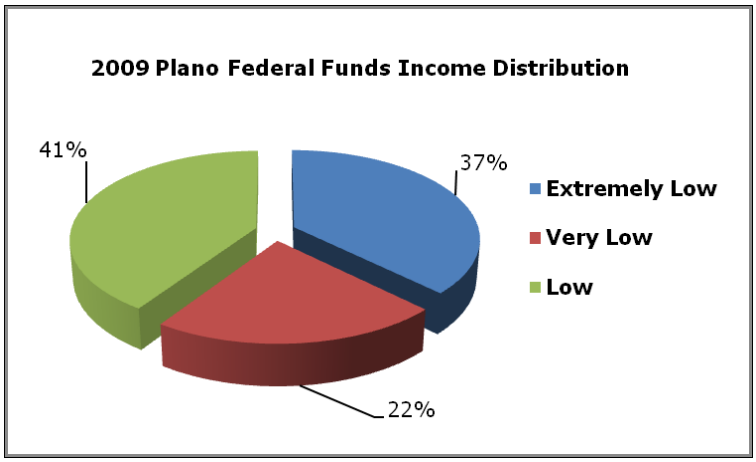
The City of Plano uses HUD-designated income limit categories to group individuals receiving assistance. The chart below shows the income categories.

Percentage of the Area Median Income	Income Category
30% or below	Extremely Low
31% - 50%	Very Low
51% - 80%	Low

Table 2.2 2009 HUD Income Categories

2 Executive Summary

CDBG regulations require that at least 51% of all individuals assisted be low-to-moderate income and all individuals assisted with HOME funds must be low income. Picture 2.1 represents the income categories of individuals and households assisted with federal funds in the 2009-10 program year.



Picture 2.1

2.2 City Funds

Buffington Community Services Grant Funds

The City of Plano uses its five year Consolidated Plan as a guide for how the City will address community needs through the use of HUD and City funds. During the 2009 program year, the City of Plano set aside $2 per capita of general fund monies to be distributed as Buffington Community Services Grant (BCSG) funds. These funds supplement the lack of federal funds available to help obtain Consolidated Plan goals. The program year for BCSG funds is October 1-September 30. In 2009, $527,600 of general fund monies were set aside for BCSG grants. The following agencies received BCSG funds for 2009:

Table 2.2

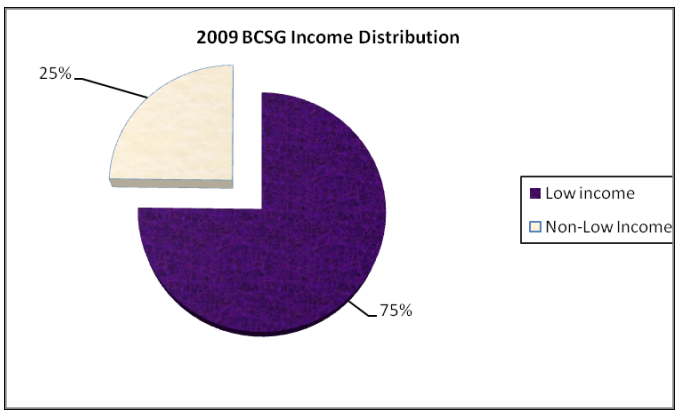
Agency Names	
Assistance Center of Collin County	Journey of Hope
Assistance League of Greater Collin County	Maurice Barnett Geriatric Wellness
Avenues Counseling Center	Plano Children's Medical Clinic
CASA of Collin County	Plano Community Charity
Collin County Adult Clinic	PISD Family Literacy

Agency Names	
Collin County Children's Advocacy Center	Rape Crisis Center
Collin County Committee on Aging	Salvation Army
Family Outreach	Samaritan Inn
Hope's Door	Special Care and Career Services

Table 2.3 2009 Plano BCSG Agencies

The majority of BCSG funds are used to provide emergency services to Plano residents such as food, shelter, clothing, and preventative healthcare assistance. Though the City does not have a low-to-moderate income level requirement for BCSG funds, the majority of BCSG agencies report that they only assist those who are low-income.

During program year 2009, 6,610 individuals and 303 households living in Plano were assisted with BCSG funds. As shown in the picture below, 63% of those helped were considered low income by the reporting agency.



Picture 2.2

In summary, the City of Plano has assisted 7,020 individuals and 529 households living within the city limits through a combination of HUD and general funds. The City has met and exceeded many of the goals set forth in the 2005-2009 City of Plano Consolidated, as well as met many of the goals established in the 2009-2010 City of Plano Action Plan.

3 Project Narratives by Consolidated Plan Priority

The City of Plano 2005-2009 Consolidated Plan established a hierarchy of priority needs for the city, and the 2009 City of Plano Action Plan sought to address those needs. The priority needs addressed during the 2009 program year are as follows:

Priority Housing Needs:

- Reduce the housing cost burden for extremely low and very low households;
- Preserve existing affordable housing stock; and
- Increase homeownership of low income populations

Special Needs Population Priorities:

- Increase the availability of supportive services for special needs populations.

Community Development Priorities:

- Develop additional services to support at-risk youth.

The remainder of the chapter will summarize the 2009 program year accomplishments in reference to the number of units projected in the 2009 Action Plan, submitted to HUD in April 2009. Tables 3A and 3B, located in the Appendices of this document, show a numerical summary of the narratives below.

3.1 HOUSING PRIORITIES

Five projects fall under the Housing Priority category of the Consolidated Plan. As stated previously, in 2009, the following housing priorities were addressed:

- Reduce the housing cost burden for extremely low and very low;
- Preserve existing affordable housing stock;
- Increase homeownership of low income populations; and
- Improve fair housing outreach and education.

3.1.1 Habitat for Humanity

Habitat for Humanity of South Collin County helped the City of Plano meet the priority of reducing the cost burden for extremely low and very low income households. The households that live in Habitat for Humanity homes are within the very low income category. Approximately $73,811 in HOME funds were distributed during the 2009 program year for this project.

During program year 2009, Habitat for Humanity acquired one lot and completed the construction and selling of six homes. Each home built enabled a low income household to become a homeowner.

3.1.2 Plano Housing Corporation

Plano Housing Corporation (PHC) meets the priority housing need of preserving affordable housing stock in Plano. PHC is the City's sole Community Housing Development Organization, and it received funds to acquire lots and rehabilitate existing homes. Approximately $232,576 in CDBG and HOME funds were used during the program year. These funds provided operational expenses and rehabilitation associated with repairing four houses sold during program year 2009 to a low-to-moderate income household.

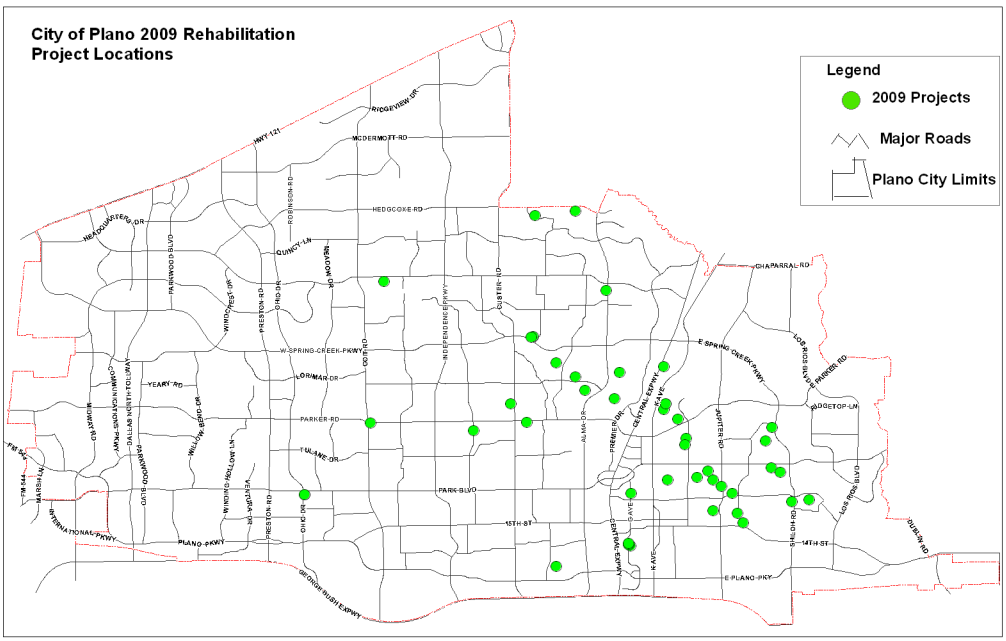
3.1.3 Christ United Methodist Church

Christ United Methodist Church's "House on the Corner" program addresses the city's priority need of increasing homeownership of low income populations. Approximately $58,637 in HOME funds were used during the 2009 program year to assist the church in building a new house for a low income household.

3.1.4 City of Plano Housing Rehabilitation

The City of Plano Housing Rehabilitation Program meets the priority housing need of preserving the affordable housing stock. The City actively worked to improve its oldest and most affordable neighborhoods. As mentioned in the City of Plano Consolidated Plan, the area located east of U.S. Highway 75, represents some of the city’s lowest income neighborhoods. Therefore, the City of Plano is making every effort to improve the neighborhoods and the lives of those residents. Approximately $889,522 in CDBG and HOME funds were spent to rehabilitate 14 homes, and provide emergency home repair assistance to 30 homes. Of those homes assisted, eleven fell within the extremely low income category and the remaining 33 fell within the very low and low income categories. The 2009 City of Plano Housing Rehabilitation Project Location map (Picture 3.1) shows where housing improvements took place within the 2009 program year.

3 Project Narratives by Consolidated Plan Priority

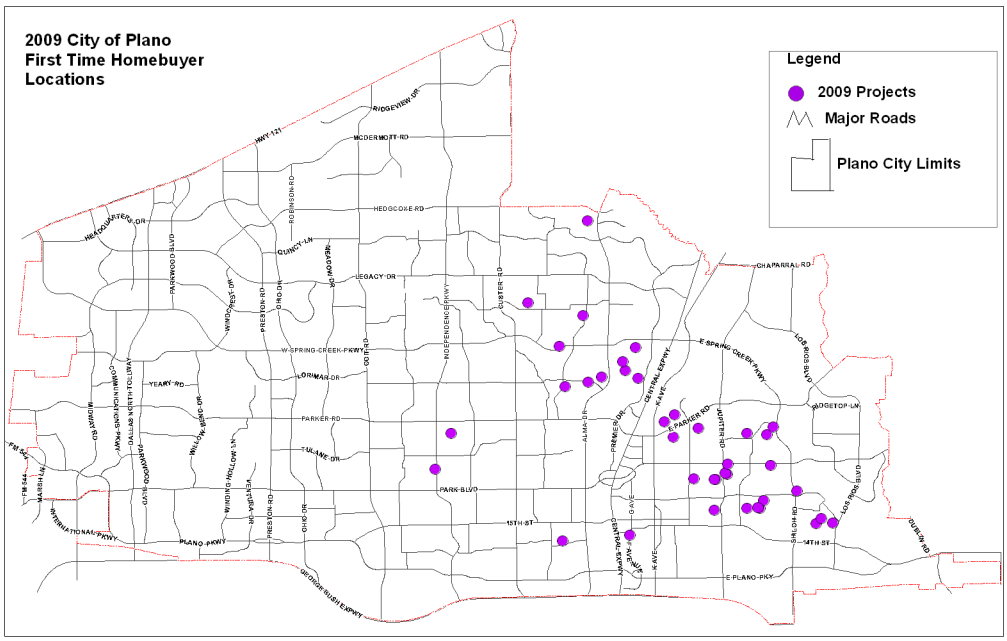


Picture 3.1

3.1.5 First Time Homebuyer Program

The City of Plano's First Time Homebuyer and ADDI Programs allow the City to help increase the homeownership rate of low income populations. The City of Plano, like HUD, recognizes the importance of helping an individual become a homeowner. Owning a home can allow an individual to claim their independence and provide stability. The City provided First Time Homebuyer classes to those interested in purchasing a house. Over 200 individuals attended classes held at the Plano Municipal Building during program year 2009.

Moreover, the 2009 program year experienced a drastic increase in individuals seeking homeownership. Such increase can be explained partially by the decrease in housing prices due to the economy as well as the federal tax credit given to those who purchased houses. The City spent approximately $250,425 in CDBG and HOME funds to help 38 low income households achieve the American dream of homeownership. The 2009 City of Plano First Time Homebuyer Project Location map (Picture 3.2) shows where in Plano those homes were purchased.



Picture 3.2

3.2 SPECIAL NEEDS POPULATION PRIORITIES

The Special Needs Population Priority of increasing the availability of supportive services needed by special needs populations was addressed by 17 agencies. The 2005-2009 Consolidated Plan recognizes the following populations as special needs populations:

- The Elderly;
- Persons Experiencing and/or At-Risk of Homelessness;
- Persons with Disabilities;
- Persons with HIV/AIDS;
- Persons with Mental Illness;
- Persons with Substance Dependence or Abuse;
- Youth; and
- Victims of Domestic Violence.

The following three agencies assisted special needs populations with CDBG funds.

3.2.1 AIDS Services of North Texas

AIDS Services of North Texas helped increase the availability of supportive services for special needs populations. $51,000 in CDBG funds were used to provide needed nutritional and medical services to 43 Plano residents with HIV/AIDS.

3 Project Narratives by Consolidated Plan Priority

3.2.2 Samaritan Inn

The Samaritan Inn administers the City of Plano Homelessness Prevention Program. This program helps prevent homelessness with one-time limited cash assistance. The target households are those who can usually maintain their housing, but who have had to deal with a sudden, short-term financial crisis which left them temporarily unable to meet their housing costs. The program is not intended for persons who are chronically in financial trouble. $51,622 in CDBG funds provided emergency rent and/or utility assistance to Plano residents. The program assisted 45 households during the 2009 program year.

3.2.3 LifePath Systems

LifePath Systems provides Mental Health, Mental Retardation and Early Childhood Intervention services to those who have been medically diagnosed with disabilities. $7,688 in CDBG funds were used to assist their clients with rental and/or utility assistance. These emergency funds allowed clients to continue down the path of self sufficiency and disability management without focusing on becoming homeless.

3.2.4 City-Funded Projects

Of the City's general funds, $267,468 of Buffington Community Service Grant (BCSG) funds were awarded to 11 agencies to help address the needs of special needs populations.

Elderly Populations:

The Geriatric Wellness Center assisted 933 individuals in achieving physical and mental well being. The Collin County Committee on Aging provided meals to 199 elderly Plano residents. Many of the residents served may not otherwise have a hot meal to eat.

Homeless or At-risk of Homelessness:

The Assistance Center of Collin County used BCSG funds to assist 166 Plano residents with rent and/or utility assistance. Similarly, Plano Community Charity assisted 234 residents with rent and/or utility assistance. The Salvation Army assisted 62 households with rent and/or utility assistance. The Samaritan Inn used BCSG funds to assist 62 individuals with case management and services for shelter residents that became homeless while living in Plano.

Persons in Need of Medical Treatment:

Persons in need of medical treatment include those needing substance abuse assistance, as well as general medical services provided through clinics. Avenues Counseling Center provided assistance to 25 individuals dealing with substance abuse and/or mental health challenges. Plano Children's Medical Clinic provided preventative healthcare to 780 of the

city's children through the purchase of basic medical supplies. Additionally, the Collin County Adult Clinic provided preventative medical assistance to 2,041 individuals. Often times, their assistance keeps Plano residents out of the hospitals and emergency room.

Disabled Persons:

Special Care and Careers provided job training and job placement services to seven disabled adults living in the City of Plano.

Victims of Domestic Violence:

Hope's Door assisted 355 battered women and children with counseling and shelter.

3.2.5 HPRP-Funded Projects

On February 17, 2009, the American Recovery and Reinvestment Act of 2009 ("Recovery Act") was authorized under Title XII. The Act includes $1.5 billion for a Homelessness Prevention Fund to be used for Homeless Prevention and Rapid Re-Housing (HPRP) activities. The City of Plano awarded funds to three agencies to help Plano residents from becoming homeless. HPRP funds are unique in that it allowed eligible Plano residents to receive up to nine months of rent and/or utility assistance, if needed, to prevent them from becoming homeless.

Interfaith Housing Coalition and the Samaritan Inn spent $243,504 in rent and/or utility assistance to prevent 126 households from becoming homeless. For those residents who needed legal assistance to prevent an eviction, Legal Aid of Northwest Texas provided such services. During program year 2009, eight households received legal assistance. A total of 1.77 jobs has been created as a result of this funding.

3.3 COMMUNITY DEVELOPMENT PRIORITIES

One Community Development Priority Need stated in the 2005-2009 Consolidated Plan is to develop additional services to support at-risk youth.

3.3.1 Boys and Girls Clubs of Collin County

The Boys and Girls Club of Collin County assisted 95 low income youth through their SMART Moves program. Funds provided training for SMART Moves staff, maintenance fees, and office supplies. Also expenses associated with holding a SMART Moves special event for program participants were paid. This project spent $20,000 in CDBG funds during the 2009 program year.

3 Project Narratives by Consolidated Plan Priority

3.3.2 Communities in Schools

$35,000 in CDBG funds helped Communities in Schools (CIS) run a program for at-risk youth. The funds paid for staff salaries of one caseworker at Armstrong Middle School and one caseworker at Williams High School. Caseworkers provided mentoring and tutoring to 64 students attending Armstrong Middle School and 74 Williams High School students.

3.3.3 Crossroads Family Services

Crossroads Family Services provided assistance to 89 at-risk youth through their First Offender Intervention Program. $21,311 in CDBG funds were used to pay for a bilingual counselor to assist juvenile first offenders from continuing to make poor choices.

3.3.4 City-Funded Projects

The City of Plano awarded $77,734 in BCSG funds for at-risk youth resulting in the following access to services:

The Assistance League of Greater Collin County provided 240 youth with clothes and hygiene supplies. These youth would not have been prepared for the school year without this assistance.

Court Appointed Special Advocates (CASA) represented 25 abused and/or neglected Plano youth involved in the court system. Additionally, Collin County Children's Advocacy Center conducted interviews of 86 children at the request of CPS or law enforcement when child abuse or neglect was suspected.

The City of Plano spent $68,668 on initiatives that provide general counseling and educational assistance to families.

The Plano Independent School District (PISD) Foundation's Family Literacy Program taught literacy skills to 62 families living in Plano. Journey of Hope provided grief counseling and support to 1,130 individuals living in Plano who have suffered loss of an immediate family member. The Turning Point Rape Crisis Center provided counseling, education, and advocacy to 493 individuals affected by sexual assault, harassment or abuse. Family Outreach provided child abuse prevention and mentoring to 13 Plano families.

3.3.5 CDBG-R Funded Activities

On February 17, 2009, the American Recovery and Reinvestment Act of 2009 (“Recovery Act”) was authorized under Title XII. The Act awarded $1 billion in Community Development Block Grant (CDBG-R) funds to state and local governments. The City of Plano was awarded $332,930. CDBG-R funds were used to provide needed improvements to the City of Plano

Project Narratives by Consolidated Plan Priority 3

Day Labor Center. The Day Labor Center is one of the City of Plano's public facilities and assists hundreds of unemployed and/or under-employed individuals in obtaining contract labor jobs. On average, 250 individuals come to the Center daily for employment.

Approximately, $270,166 in CDBG-R funds were used to improve the Center. Moreover, 3.09 jobs were created during grant year 2009 from this project. Below are the before and after pictures.

Before Picture:

Picture 3.3

After Picture:

Picture 3.4

4 Assessment of Strategic Plan Goals & Objectives

In program year 2009, the City of Plano pursued all resources indicated in the 2009 Action Plan and provided requested certifications of consistency for HUD programs, in a fair and impartial manner. The City did not hinder implementation of the Consolidated Plan by action or willful inaction. Rather, it worked diligently to ensure the Consolidated Plan was carried out through various projects funded with HUD and city funds in the most effective manner.

The five goals and objectives set forth in the City's Consolidated Plan aid in successful completion of the priority needs. Table 4.1*(see below)* represents a numerical summary of those goals and objectives, and highlights the city's yearly progress toward those goals. The five goals listed in the Consolidated Plan are as follows:

1. Increase the supply of affordable single family housing for the city's extremely low, very low and low income households;

2. Increase the supply of affordable rental housing for the city's extremely and very low income households;

3. Preserve existing affordable housing stock;

4. Expand the continuum of housing and services for a variety of special needs populations, including persons who are homeless or at risk of homelessness; and

5. Provide funding to organizations that address the economic needs or social service needs of low income households, including job training and education.

Table 4.1 shows the City's overall progress toward Consolidated Plan numerical goals.

	Objectives	5 Year Goal	2005	2006	2007	2008	2009	Total
	Goal 1: Affordable Single Family Housing							
	New Infill Housing	**35**	4	4	7	4	7	**26**
	Acquisition/ Rehabilitation	**25**	3	1	0	3	4	**11**
	First Time Homebuyer	**100**	18	25	18	8	38	**107**

Table 4.1 Numerical Summary

Assessment of Strategic Plan Goals & Objectives 4

	Objectives	5 Year Goal	2005	2006	2007	2008	2009	Total
	Goal 2: Affordable Rental Housing							
	New Section 8 Units	**100**	236	0	0	0	0	**236**
	New LIHTC Units	**1,000**	0	0	0	0	0	**0**
	Goal 3: Preserve Existing Housing							
	Housing Rehabilitation	**125**	14	48	30	19	44	**155**
	Housing Reconstruct	**10**	1	2	1	2	0	**6**
	Apartment Rehabilitation	**300**	177	0	300	17	0	**494**
	Goal 4: Special Needs Assistance							
	New Homeless Units	**16**	0	0	0	16	0	**16**
	Rent & Utility Assistance (Emergency Financial Assistance)	**675**	402	167	4,591	5,849	641	**11,776**
	Elderly Persons	**2,000**	1,659	414	1,741	1,464	1,132	**6,410**
	AIDS Patients	**250**	18	22	46	50	43	**179**
	Homeless Services	**1,000**	287	353	12,708	573	417	**14,338**
	Goal 5: Low-Income Service Needs							
	Youth Services	**2,000**	2,624	825	2,702	1,985	673	**8,809**
	Literacy Training	**750**	217	193	259	196	62	**927**
	Health Care	**500**	1,565	386	10,062	9,357	2,846	**24,216**

4 Assessment of Strategic Plan Goals & Objectives

	Objectives	5 Year Goal	2005	2006	2007	2008	2009	Total
	Transportation Assistance	**500**	120	54	200	14	79	**467**

Table 4.1

5 Affirmatively Furthering Fair Housing

The Analysis of Impediments to Fair Housing was updated in 2005. The analysis indicates that the City should increase its fair housing educational and outreach activities, work to better understand the reason for higher loan denial rates east of U. S. 75, continue to deconcentrate low-income housing, and encourage the development of a wide range of housing types to support persons with special needs and facilitate alternative housing types.

The City has adopted a Neighborhood Empowerment Zone (NEZ) to allow waiver of fees for the construction of affordable housing. Even though the City does not consider its fees to be a substantial contributor to the cost of housing, the NEZ was created to provide further incentive to builders and developers who may be interested in building affordable housing in the older parts of Plano. During the 2009 program year, the City waved fees in the amount of $522,250 in an effort to improve the NEZ.

An additional strategy which is being employed is to subsidize lot costs for non-profit housing providers. Accordingly, the City has appropriated CDBG and HOME funds to Habitat for Humanity of South Collin County and Christ United Methodist Church to purchase lots and build new housing for low-income families and individuals.

The City understands the importance of working diligently to affirmatively further fair housing. Therefore the City took many actions during program year 2009 to educate Plano residents on issues surrounding Fair Housing and inform businesses of our housing assistance programs. The City mailed Fair Housing Flyers out two times within the program year inside City of Plano water bills informing citizens of their right to fair housing and either predatory lending issues or foreclosure prevention. The City of Plano met with various mortgage lenders and banks to inform them about the First Time Homebuyer Program. These meetings sought to help the lenders and the banks understand the benefit of the City's program in reducing an individual's borrowed amount, thereby allowing an individual to qualify for a home loan.

The City attended various neighborhood meetings and spoke to middle school students to inform residents of the benefits of housing choice and the benefit of using the City of Plano's Homelessness Prevention, First Time Homebuyer, and Housing Rehabilitation programs. Many of these meetings included low-to-moderate income homeowners who were unaware of the cities housing assistance programs. The City presented information about its housing programs at seminars held at the Maurice Barnett Geriatric Center, local churches, and participated in the annual Dickens Festival held in Plano to market our housing assistance programs to individuals less likely apply for the City's programs. The City also maintains a website highlighting the city's housing programs and fair housing laws and information. This website can be viewed in both English and Spanish languages.

Finally, the City continues to work with the HUD's Region VI Fair Housing and Equal Opportunity (FHEO) to improve and expand the City's current efforts. Fifteen individuals were provided information regarding how to file a Fair Housing Complaint with HUD.

5 Affirmatively Furthering Fair Housing

5.1 Affirmative Marketing Actions & Outreach to MWBEs

The City of Plano remained committed to affirmative marketing and outreach to minority and women-owned businesses during program year 2009. In addition to the targeted affirmative marketing efforts mentioned above, staff improved the Community Services Division Affirmative Marketing policies by reviewing and updating policies relating specifically to Minority and Women-owned Business Enterprises (MWBE) Outreach for all CDBG and HOME related projects. These outreach policies enhance the City of Plano's established Historically Underutilized Business (HUB) policy which requires that at least two disadvantages business are contacted for procurement projects that exceed $3,000. The City also utilized local media, electronic and print to market in its efforts to promote contracting opportunities to MWBE/ HUB businesses.

From October 1, 2009 - September 30, 2010, the City of Plano spent $538,016 on contractors providing repairs/rehabilitation services to the City's Housing Rehabilitation Program. MWBE contractors received 48% ($258,265) of those funds. Additionally, 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 program year 2009, 65% of the $538,016 spent were awarded to contractors that meet Section 3 guidelines.

5.2 Affordable Housing

The City of Plano made every effort to ensure that affordable housing was created, maintained, and acquired within Plano city limits. Table 3B in the Appendices provides a numerical summary of our accomplishments. In general, the economic recovery funds, decreased housing process and federal government tax credit to homebuyers positively effected many of our affordable housing programs during the 2009 program year. The number of individuals looking to purchase a house increased significantly. Furthermore, the City's Homelessness Prevention Program (HPP) and Homelessness Prevention and Rapid Re-Housing Program (HPRP) funds expanded the City's ability to prevent many from becoming homeless. Of those assisted with affordable housing, 12 households fell within the income category of extremely low, 27 were very low, and 61 were low.

6 Continuum of Care

Through the use of HUD and City of Plano general funds, 641 Plano residents at a total of seven agencies received homelessness prevention assistance. The City continued to use CDBG funds towards the Continuum of Care efforts during the 2009 program year.

A major gap in the continuum of care is the lack of transitional housing, where formerly homeless persons can live and receive social service assistance while participating in a self-sufficiency program. The City, in combination with homeless providers and Metro Dallas Homeless Alliance, submitted a Continuum of Care (CoC) Grant to obtain funding for transitional housing in 2005. Since 2005, the CoC grant application has been successful in receiving funding for four transitional units administered by Hope's Door. In addition, LifePath Systems received funding for eight permanent supportive housing units from the CoC. The City provides general funds to the Samaritan Inn, the only shelter in Collin County for both families and individuals.

The City of Plano continues to be active participants in the Collin County Homeless Coalition (CCHC) and the Metro Dallas Homeless Alliance. The City also participates on the Continuum of Care Independent Review Committee to ensure that continuum needs are met within the City of Plano and the entire metroplex. The City organized the 2010 Collin Collin County Homeless Count as well as served on the Collin County Emergency Shelter Grant Review Committee.

7 Other Actions & Leveraging Funds

7.1 Other Actions

Actions Taken to Ensure Program Compliance

Program compliance is of the utmost importance to the City of Plano. Therefore, city staff attended various HUD sponsored training sessions during program year 2009 to ensure that staff remained abreast of new and/or changed federal regulations as they relate to administering HUD funded projects and programs. Specifically, one of more staff attended the following trainings:

1. SAFE Mortgage Training and Licensing
2. HOME Written Agreements Training
3. Certified HOME Program Specialist - Administration
4. Prevailing Wage Training
5. Cross Cutting Federal Requirements Training
6. CDBG Basics Training
7. Government Budgeting
8. Advanced CDBG Training
9. HPRP and HMIS Training
10. HOME & CDBG: Overview of Program Requirements
11. Multi-Family Underwriting Training

Staff also conducted desk monitoring and on-site monitoring of programs to ensure compliance with program and comprehensive planning requirements. Staff holds mandatory training for all CDBG and HOME subrecipients and publishes a "CDBG and HOME Subrecipient Compliance Manual" for those agencies. The manual was revised during the 2009 program year to better assist federally funded agencies in running their funded programs. Additionally, staff provides ongoing technical assistance for agencies.

Displacement and One-for-One Replacement

The City of Plano did not undertake any HUD funded activities, including acquisition, rehabilitation, or demolition of occupied real property, that resulted in any displacements or trigger one-for-one replacement.

Other Actions & Leveraging Funds 7

Institutional Structure/Underserved Needs

The primary weakness in the institutional structure of service providers identified in the Plan continues to be the lack of funds to provide needed services. As requested, the City of Plano has given written support to each organization seeking federal, state, and foundation funds. In addition, the City of Plano has granted City (non-federal) funds to various agencies to assist them in accomplishing their missions.

Intergovernmental Cooperation

The Community Services Division participates in meetings with the Collin County Social Services Association, the Collin County Homeless Coalition, and the Metro Dallas Homeless Alliance in order to more effectively coordinate with the service providers working in Plano. In addition, we have a good relationship with the Plano Housing Authority. The Division networks with other local government participating jurisdictions through active participation in the National Community Development Association. City staff also met with other Collin County participating jurisdictions to discuss Continuum of Care issues. Semiannually, the City holds grant meetings for training on applications and contracts.

Public Housing Improvements

The Housing Authority is not required to prepare a Performance and Evaluation Report, and therefore no comparison of actions and plans can be made for the Authority.

Public Housing Authority Resident Initiatives

The Public Housing Authority (PHA) has a Family Self Sufficiency Committee comprised of Plano community members and a Section 8 resident. The Committee meets to discuss resident initiatives and plan activities, such as the Annual Fall Festival, for all Section 8 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 if hazards exist, their treatment is included in the rehabilitation work.

Anti-Poverty Strategy

The PHA Family Self-Sufficiency Program provided assistance to ten individuals who are in various stages of the program. Many are participating in the Section 8 Homeownership Program. The program has developed various educational and job training programs in cooperation with other area agencies. In addition, 38 low-income families purchased homes through the City of Plano First Time Homebuyer Program, enabling them to begin building equity in real estate. Also, new homeowners assisted through Habitat for Humanity and Christ United Methodist Church housing programs built equity through their new home purchase.

7 Other Actions & Leveraging Funds

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.As stated previously, from October 1, 2009 - September 30, 2010, the City of Plano spent $538,016 on contractors providing repairs/rehabilitation services to the City's Housing Rehabilitation Program. During program year 2009, 65% of the aforementioned funds were spent on contractors that meet Section 3 guidelines.

7.2 Leveraging Resources

City of Plano subrecipients are encouraged to leverage HOME and CDBG funding, by seeking other funding sources, to the extent practical. The diversification of funding sources helps reduce dependence on HUD funds which are subject to cuts annually. Leveraging also decreases the amount of HOME and CDBG funding needed for each project, allowing the City to assist more.

1. The City of Plano utilizes the First Time Homebuyer Program for leveraging to maximize affordable housing dollars. Approximately $3.6 million in non-federal funds was leveraged in 2009. A matching contribution from the prospective First Time Homebuyer is required for downpayment assistance. This permits the first time homebuyer to have greater equity initially in the home and also allows the City to distribute program funding dollars to more in need. In addition, the first time homebuyer has a five-year, forgivable lien placed on the property for the amount of assistance received. By doing this, the City has enabled more low-income persons and/or families to become first time homebuyers, but still has the capacity to recapture the costs during the term of the lien. The liens are in effect when the property is vacated or sold.

2. City of Plano HOME-funded single family residential construction and acquisition/rehabilitation projects also leverage funds to maximize affordable housing dollars. Approximately $703,633 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.

3. The City of Plano uses the volunteer hours from nonprofit agencies receiving HOME funds as match. HOME match requirements are satisfied by the volunteer work performed by Habitat for Humanity and Christ United Methodist volunteers.

8 Citizen Comments & Self Evaluation

Description of Public Comment Process

This annual report was prepared by the Community Services Division of the Planning Department. On November 11, 2010, a notice of Public Hearing was published in the Plano Star-Courier, informing the public of the completion of the report, and of a pending public hearing before the Community Relations Commission and the City Council to discuss the report. The notice also informed the public that a copy of the report could be obtained at the Community Services office. The publication of this notice marked the beginning of the public comment period. The report was also available for public viewing via the web through the Community Relations Commission and City Council agenda packets. The Community Relations Commission will hold public hearing on November 18, 2010. The City Council will hold a public hearing on December 13, 2010.

Public Comments

No public comments were submitted, to-date.

8.1 Self Evaluation

As can be seen in Table 4.1, the City of Plano has met and/or exceeded 11 of the 17 numerical objectives listed within the first four years of the 2005-2009 Consolidated Plan period. However, the city was unable to meet six of the objectives set forth in the 2005-2009 Consolidated Plan. Deficiencies are explained as follows:

1. *New LIHTC Units*: The City did not meet the goal of creating 1,000 new Low Income Housing Tax Credit (LIHTC) Units by the end of the Consolidated Plan period. As stated in the Plan, the City will continue to support private developers who wish to utilize LIHTC to create affordable housing in the city of Plano. Moreover, city staff attended LIHTC training to improve its knowledge about the State of Texas programs.

2. *New Infill Housing:* The new infill housing goal was unmet by nine units. Though 26 new infill homes were built, the goal was not met due to the availability land and funds to build.

3. *Acquisition/Rehabilitation:* The City fell 14 units short of meeting the Acquisition/Rehabilitation Affordable Housing Objectives set forth in the 2005-2009 Consolidated Plan. This activity is undertaken by the City's only CHDO, Plano Housing Corporation (PHC). Unfortunately, the agency was unable to acquire, rehabilitate, and resell the projected number of houses.

8 Citizen Comments & Self Evaluation

4. *Housing Reconstruct Units*: Though six houses were reconstructed, the city did not meet the goal of ten houses. The number of housing reconstructed is limited by the number of qualified properties that apply for rehabilitation work. Home reconstructions are provided only when the cost of rehabilitating is 75% of the value of the home.

5. *AIDS Patients assisted*: A total of 179 individuals living with AIDS/HIV were assisted throughout the 2005-2009 Consolidated Plan year; 71 individuals short of the projection.

6. Transportation Assistance: The City did not meet its projected goal of assisting 500 individuals with transportation. Rather, 467 individuals were provided transportation assistance through a combination of CDBG and city general funds.

Overall, the City of Plano met the majority of Consolidated Plan goals by the end of its final year of the 2005-2009 Five Year Consolidated Plan.

9 CDBG, HOME & HPRP Narrative

9.1 CDBG Narrative

Program year 2009 CDBG funds were used to address each objective laid out in the Consolidated Plan. Tables 3A and 3B in the Appendices show the City's annual progress. The highest Plan priorities are being met.

Additionally, the CDBG-R funds received allowed the city to make needed improvements to one of the City's public facilities; the Day Labor Center. The project met HUD's national objective of benefiting low and moderate income persons within a service area.

9.2 HOME Narrative

HOME funds have been used exclusively to address single family affordable housing goals. The City of Plano has made efficient use of the funds. However, as stated in the self evaluation, the City has been operating under some constraints regarding the use of HOME funds for new infill housing, acquisition, and/or rehabilitation. The City has successfully used HOME funds to assist individuals in becoming homebuyers. All HOME funds are benefiting individuals that are within the very low and low income categories. Table 3B in the Appendices summarizes the Affordable Housing goals mentioned previously.

9.3 HPRP Narrative

HPRP funds were used exclusively for families and individuals whose income was at or below 50% of the area median income (AMI). Of the three agencies awarded HPRP funds, one successfully completed their HPRP program in October 2010. Two agencies continue to run their programs. Therefore, funds remain for Plano families and individuals to receive financial assistance in the form of rent and/or utility aid and legal assistance to prevent evictions. City of Plano HPRP funds for financial assistance and legal assistance will be expended by March 31, 2011.

10 Table 3A: 2009 Summary of Specific Annual Objectives

Table 3A: 2009 Summary of Specific Annual Objectives

Objective Number	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Actual Number	Outcome/ Objective*
	Owner Housing Objectives					
DH-1.1	Preserve existing affordable housing stock *(City of Plano Rehabilitation Program)*	CDBG: $901,512	Total number of affordable units	20	44	DH-1
DH-1.2	Provide affordable housing to low-income first time home buyers *(City of Plano First-Time Homebuyer Program)*	CDBG: $6,050 HOME: $143,950	Number of first time homebuyers and/or number receiving down-payment assistance	14	38	DH-1
DH-1.3	Increase the availability/ accessibility to decent housing for low-income families *(Plano Housing Coporation)*	CDBG: $25,000 HOME: $150,000	Total number of affordable units	3	4	DH-1
DH-1.4	Increase the availability/ accessibility to decent housing for low-income families *(Habitat for Humanity)*	CDBG: $84,864 HOME: $117,603	Total number of affordable units	5	6	DH-1

Table 3A: 2009 Summary of Specific Annual Objectives 10

Objective Number	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Actual Number	Outcome/ Objective*
DH-1.5	Increase the availability/ accessibility to decent housing for low-income families *(Christ United Methodist Church)*	HOME: $46,500	Total number of affordable units	1	1	DH-1
	Homeless Objectives					
DH-1.6	To create a sustainable living environment for persons who are at risk of being homeless. *(City of Plano Homelessness Prevention Program)*	CDBG: $51,662	Number of households that received emergency financial assistance to prevent homelessness	25	45	DH-1
DH-1.7	Provide accessibility to create suitable living environment to persons who are at risk of being homeless *(LifePath Systems)*	CDBG: $16,700	Number of households that received emergency financial assistance to prevent homelessness	25	8	DH-1
	Special Needs Objectives					
SL-1.1	Provide suitable living environments for people with HIV/AIDS *(AIDS Service of North Texas)*	CDBG: $51,000	Number of persons assisted with new and/or improved access to a service	35	43	SL-1

10 Table 3A: 2009 Summary of Specific Annual Objectives

Objective Number	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Actual Number	Outcome/ Objective*
	Public Services Objectives					
SL-1.2	Provide accessibility to suitable living environments *(Crossroads Family Services)*	CDBG: $30,700	Number of persons assisted with new and/or improved access to a service	150	89	SL-1
SL-1.3	Provide accessibility to suitable living environments *(Communities in Schools)*	CDBG: $35,000	Number of persons assisted with new and/or improved access to a service	150	138	SL-1
SL-1.4	Provide accessibility to suitable living environments *(Boys and Girls Clubs)*	CDBG: $20,000	Number of persons assisted with new and/or improved access to a service	85	95	SL-1
	Other Objective					
DH-1.9	Provide availability/ accessibility by assisting in the creation of decent affordable housing *(City of Plano Grant Administration)*	CDBG: $165,813 HOME: $31,187			N/A	DH-1

Table 10.1

Table 3A: 2009 Summary of Specific Annual Objectives 10

***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

Table 10.2

11 Table 3B: 2009 Annual Housing Completion Goals

Table 3B: ANNUAL HOUSING COMPLETION GOALS

Grantee Name: City of Plano Program Year: 2009-10	Expected Annual # of Units to be Completed	Actual # Completed	Resources Used During the Period
ANNUAL AFFORDABLE HOUSING GOALS (sec. 215)			
Homeless households	0	0	
Non-homeless household	68	264	CDBG, HPRP,HOME
Special Needs households	20	8	CDBG
AFFORDABLE RENTAL HOUSING GOALS (sec. 215)			
Acquisition of existing units	0		
Production of new units	0		
Rehabilitation of existing units	0		
Rental Assistance	45	179	CDBG,HPRP
Total Sec. 215 Affordable Rental	45	179	
AFFORDABLE OWNER HOUSING GOALS (sec. 215)			
Acquisition of existing units	3	4	CDBG, HOME
Production of new units	6	6	CDBG, HOME
Rehabilitation of existing units	20	44	CDBG
Homebuyer Assistance	14	38	CDBG
Total Sec. 215 Affordable Owner	43	92	
ANNUAL HOUSING GOALS			
Annual Rental Housing Goal	45	179	CDBG,HPRP
Annual Owner Housing Goal	43	92	CDBG, HOME

Table 3B: 2009 Annual Housing Completion Goals 11

Grantee Name: City of Plano Program Year: 2009-10	Expected Annual # of Units to be Completed	Actual # Completed	Resources Used During the Period
Total Annual Housing Goal	88	271	CDBG, HOME

Explanation of Table 3B Expected Numbers:

- **Non-Homeless Households:** Homelessness Prevention, Homelessness Prevention and Rapid Re-Housing, First-Time Homebuyers, Plano Housing Corporation, Habitat for Humanity, Christ United Methodist, and Rehabilitation goals.
- **Special Needs:** LifePath Systems goal.
- **Rental Assistance:** Homeless Prevention, Homelessness Prevention and Rapid Re-Housing and LifePath Systems goal.
- **Acquisition of existing owner units:** Plano Housing Corporation goal.
- **Production of new owner units**: Christ United Methodist and Habitat for Humanity goals.
- **Rehabiliation of existing owner units:** Rehabilitation goal.
- **Homebuyer Assistance:** First-Time Homebuyer goal.