

City of Allen

2008 - 2009 CAPER

Comprehensive Annual Performance Evaluation Report

Community Development Block Grant Program



2008 - 2009 CAPER

Table of Contents

Executive Summary

A. Introduction.....4

B. General Narrative.....4

 1. Assessment of Three-Year Goals and Objectives.....4

 2. Affirmatively Furthering Fair Housing.....4

 3. Affordable Housing5

 4. Continuum of Care (Homelessness)6

 5. Other Actions6

 a. Lead-based paint

 b. Compliance and Monitoring

 c. Anti-Poverty Strategies

 d. Institutional Structure and Coordination

 6. Leveraging Resources.....7

 7. Citizens Comments8

 8. Self-Evaluation8

C. CDBG Narrative and Accomplishments.....11

 1. Assessment of Use of Funds.....11

 2. Nature and Reasons for Changes in Program Objectives12

 3. Assessment of Performance on Consolidated Plan.....12

 4. Performance Measurement System.....12

D. Geographic Distribution.....14

E. Appendices.....15

 1. HUD Tables

 2. CDBG Activity Summary Report (C04PR03)

 3. CDBG Financial Summary (C04PR26)

 4. Program Income Details (C04PR09)

 5. Summary of Consolidated Plan Projects Report (C04PR06)

 6. Summary of Accomplishments Report (C04PR23)

 7. CDBG Performance Measures Report (C04PR83)

 8. CDBG Strategy Area, CDFI, and Local Target Area (C04PR84)

EXECUTIVE SUMMARY

The City of Allen receives Community Development Block Grant (CDBG) funds each year from the federal government through the U.S. Department of Housing and Urban Development (HUD). The Consolidated Annual Performance and Evaluation Report (CAPER) is designed to report on the progress in carrying out the Annual Action Plan. This CAPER reports the accomplishments of the CDBG program year October 1, 2008 – September 30, 2009. The CAPER provides an overview of the City's efforts and accomplishments in addressing its identified community development needs and priorities during the 2008-2009 program year. Below is a summary of the accomplishments and expenditures for each priority need from this program year.

Home Buyer Assistance

- Consolidated Plan Goal: The City will provide down payment and closing cost assistance combined with counseling to low to moderate income families. It is anticipated that 15 families will receive assistance at a rate of five per year.
- Results: 4 family received assistance this program year.
- Expenditures: \$26,360.60

Home Repair Program

- Consolidated Plan Goal: The City will provide financial assistance for rehabilitation and repair of owner-occupied units. It is anticipated that 30 dwellings will be rehabbed or repaired at a rate of ten per year.
- Results: 14 families received assistance this program year.
- Expenditures: \$231,860

Sidewalk Repair

- Consolidated Plan Goal: Funding was scheduled be used over the three-year period to complete infrastructure projects benefiting low to moderate income households. Projects included drainage improvements, sidewalks rehabs and street lighting improvements.
- Results: 2587 linear feet of sidewalk were reconstructed with an area benefit to 2841 residents.
- Expenditures: \$76,423

Public Service Funding

- Consolidated Plan Goal: Provide support to public service agencies for all classifications of very low to moderate income persons. Services may include emergency assistance with rent and utilities, counseling, food, and clothing, homeless prevention, transportation services, youth services, shelter for battered woman, and hot meals for the elderly.
- Results: 279 persons received assistance through public service agencies.
- Expenditures: \$20,000 to Allen Community Outreach, \$9,828 to Collin County Committee on Aging, and \$5,000 to Hope's Door.

A. INTRODUCTION

The City of Allen receives Community Development Block Grant (CDBG) funds each year from the federal government through the U.S. Department of Housing and Urban Development (HUD). The Consolidated Annual Performance and Evaluation Report (CAPER) is designed to report on the progress in carrying out the Annual Action Plan. The CAPER is also designed to provide the jurisdiction an opportunity to assess its annual performance in relationship to meeting its overall three-year Consolidated Plan priorities and objectives and to discuss what actions or changes it contemplates as a result of its annual performance. This CAPER reports the accomplishments of the CDBG program year October 1, 2008 – September 30, 2009.

B. GENERAL NARRATIVE

1. Assessment of Three-Year Goals and Objectives

The CDBG programs must address objectives that have been identified in the three-year Consolidated Plan developed through a process that involved citizens' input and opportunity for public comment.

The CAPER provides an overview of the City's efforts and accomplishments in addressing its identified community development needs and priorities during the 2008-2009 program year. A description of activities, programs, and projects that have contributed to achieving the City's community development goals and objectives is given in Section 8 "Self Evaluation".

2. Affirmatively Furthering Fair Housing

The City completed an Analysis of Impediments (AI) during the development of the Consolidated Plan in 2007. The analysis included a review of barriers to fair housing choice.

The Analysis of Impediments identifies several areas where potential impediments to fair housing may exist. The AI report provides a summary of those impediments and recommendations for furthering fair housing. The City of Allen seeks to ensure that all housing is safe, decent, and available to all people. During the 2008 – 2009 program years, staff began implementing recommendations from the AI to overcome the effects of the identified impediments.

CDBG programs directly further fair housing by making funds available to low-moderate income persons through an owner-occupied housing rehabilitation program and a down payment and closing cost assistance program. These programs are designed primarily to

increase the housing opportunities for low income persons. However, they are also implemented to promote fair housing in the City.

During this program year, the CDBG housing programs were implemented to assist in overcoming the affordability barriers facing low-income residents. In addition, through the planning and development processes, the Planning Department continues to advocate a balance of new housing types. Results can be seen in an increase in discussions regarding new housing developments that include town homes, small lot developments and mixed-use lofts and condominiums. Additional actions include: distribution of fair housing information to program participants, public service agencies and other groups, promotion of home ownership programs, assistance for and enforcement of property and house maintenance and improvements, neighborhood clean-up projects and ongoing discussions on public transit.

In support of its efforts to affirmatively further Fair Housing Choice, the Planning Department acts as a resource for fair housing complaints. This year staff has received no fair housing complaints. This year the Department was visited by the Office of Fair Housing and Equal Opportunity of the Fort Worth HUD office. A special file was created to document all efforts to outreach minorities and affirmatively further Fair Housing Choice. In addition, the City continues to remain active in attending related training. Concepts learned in training and interactions with the community contribute to a successful move toward affirmatively furthering Fair Housing.

3. Affordable Housing

The availability of affordable housing appears limited as relatively few low cost homes are for sale in Allen. What homes are available at lower prices are typically in poor condition or sell very quickly, pointing to a possible demand for that priced housing.

Development costs often discourage the construction of new lower priced homes. The current housing market, combined with City land use regulations and fees for residential development, contributes to a lack of interest by most developers and builders to construct affordable housing. Additionally, limited multifamily dwellings are being developed that would be considered affordably priced housing.

The City of Allen works to promote the acceptance of affordable housing and continues efforts to maintain a decent supply of affordable housing through the CDBG programs. In this program year the City spent \$231,860 and completed 14 home repair projects, a 46% increase from last year. The home buyer assistance program helped 4 families with \$26,360. In addition, the City has implemented neighborhood improvement programs to stabilize older neighborhoods. One of the goals of this program is to preserve the existing housing as a source of safe and decent affordable housing.

Number of renter households assisted: 0

Number of extremely low-income owner households assisted: 0

Number of low-income owner households assisted: 0

Number of moderate-income owner households assisted: 18

There are very few instances of “worse case needs” in Allen. Renters with several cost burdens find assistance through local public service agencies, including Allen Community Outreach which receives two grants from the City of Allen. Through additional efforts by the City, there is no substandard housing in Allen. Persons with disabilities qualify to participate in the Home Repair Program to make accessibility modifications to their homes. This year there was one applicant. Through the sidewalk repair program, ADA ramps were installed and sidewalks repaired to make the neighborhood more accessible and safe for residents with disabilities.

4. Continuum of Care

Homeless prevention remains a priority need in Allen. The City has primarily addressed the needs of the homeless through support of subrecipients such as Allen Community Outreach, who provides rental and utility assistance to prevent homelessness. City staff continues to be active participants in the regional project Homeward Bound, which is implementing a Plan to End Chronic Homelessness in Collin County. Through this process the City participated in the effort to secure funding through the Continuum of Care (CoC) SuperNOFA. Life’s Path was funded this past year under the CoC fund. According to the available information and consultation with service agencies, there are more individuals and families who are homeless requiring shelter and supportive housing in order to live as independently as possible to due to the recent economy. The City continues to assist public service agencies to meet underserved needs.

5. Other Actions

During the 2008-2009 CDBG program year, the City of Allen took a number of actions related to its Consolidated Plan objectives, described in the following text.

a. Lead-based paint

The City of Allen has few incidents of lead contamination related to the use of lead-based paint and its housing stock. This is mostly due to the relatively young age of the housing stock. Staff has attended environmental training and has incorporated the assessment and monitoring techniques that are required by HUD in the home repair program and other federally funded projects.

In order to reduce and abate lead-based paint hazards, the City provided information and technical assistance to individuals undertaking home improvement projects. The City also utilized CDBG funds for the assessment of lead-based paint in housing units receiving federal funds. In this program year, three houses were tested for lead paint and

none tested positive. If any of the houses test positive for lead, steps would be taken to use certified abatement professionals to address the issue and complete the repairs.

b. Compliance and Monitoring

Each of the funded public service agencies were monitored over the past year to ensure compliance and technical assistance with the CDBG program and regulations. Monitoring includes an on-site and desk review of financial and programmatic compliance on a regular basis to ensure contract compliance. Staff visited each of the public service agencies offices in the spring of 2009 to review information regarding Allen clients.

c. Anti-Poverty Strategies

Because of the high cost of living in this area, there are few families who are living below the poverty level. These families are transient in nature and move from relatives and friend's homes, emergency shelter sites and other short term accommodations as they search for somewhere to stay in and out of Allen. Those families who need financial help and a home are referred to appropriate housing programs and social service agencies that can provide counseling, shelter and programs to help them become self-sufficient. Staff also coordinates efforts with other organizations like the Collin County Homeless Coalition and Collin County Homeward Bound, to address these issues on a regional level.

d. Institutional Structure and Coordination

In an effort to eliminate gaps in institutional structures, the City remains actively involved with outside agencies and regional governmental entities. The City coordinates with public service agencies and surrounding communities to address public service needs related to housing activities and the underserved. The City participates with the Collin County Homeward Bound project to maximize resources for the provision of services to the homeless population.

6. Leveraging Resources

The City of Allen is able to provide funding to public service agencies that is used as leverage for obtaining additional funding. Through this process, programs such as the rent and utility assistance program operated by Allen Community Outreach are able to acquire additional funds. This year the City has also funded public service agencies with \$75,000 of City funds. In addition, the City continues to provide additional funding for infrastructure projects to combine with CDBG funds. The City also funds all of the staff salaries and most administrative costs for the program. The City continues to seek additional funding from local, state and federal resources to maximize the effectiveness of the CDBG funds.

7. Citizen Comments

The City of Allen continues to follow the public participation plan established for all CDBG activities. A notice was published in two newspapers, one's local and the other covers the metroplex announcing the availability of the 2008 CAPER for public examination and citizen comment. The public review period began on October 22, 2009 and ran through November 19, 2009. The CAPER document was available on the City's website and at City Hall. The report was also sent to all Public Service agencies for comment. No public comments were received during the public comment period. An advertised public hearing was held on November 24, 2009 and a presentation given to the City Council. The presentation was also aired on local community television. There was no public comment received during the public hearing.

8. Self Evaluation

This was the fifth year that the City of Allen has successfully administered CDBG funded programs. The results of this program year were very positive. Overall, the programs met the goals established in the Consolidated Plan. In addition, 99% of the awarded grant funds were spent and 100% from the previous years. What follows is a summary evaluation of each of the programs and its relationship to achieving the goals of the Consolidated Plan. In addition, the tables in the Appendices provide additional detailed information.

Goal	Strategy	2008 Goal	2008 Actual	3 Year Goal	% of 3 Year Goal
Home ownership	Home buyer assistance	5	4	15	27%
Safe / affordable housing	Home repair program	10	14	30	47%
Public infrastructure	Sidewalk projects	2587	2587	3999	65%
Public services	Public services funding	160	279	990	28%

Home Buyer Assistance

- Consolidated Plan Goal: The City will provide down payment and closing cost assistance combined with counseling and education to low to moderate income families. It is anticipated that 15 families will receive assistance at a rate of five per year.
- Results: 4 family received assistance this program year.
- Budget: \$35,000
- Expenditures: \$26,360

The Home Buyer Assistance program provides down payment assistance to eligible home buyers with the objective to increase homeownership opportunities for low-income persons. The program is dependent on the number of homes available city wide and the number of eligible home buyers applying to the program. The current situation has created the largest barrier to implementing the program. The 2008 economic crisis has had an impact on qualifying applicants due to more stringent credit requirements to qualify for a mortgage. The program did see a slight decrease causing the original goal of assisting five families this year to drop to four. It is anticipated that the program is still viable and can be successful.

Home Repair Program

- Consolidated Plan Goal: The City will provide financial assistance for rehabilitation and repair of owner-occupied units. It is anticipated that 30 dwellings will be rehabbed or repaired at a rate of ten per year.
- Results: 14 families received assistance this program year.
- Budget: \$90,000
- Expenditures: \$231,860

The Home Repair Program provides assistance to eligible homeowners to make necessary repairs to their homes and ensure minimum housing standards are maintained. The objective is to preserve and expand the supply of decent, safe, and affordable housing through the rehabilitation of existing residential property. Demand for this program continues to be higher than expected especially with the poor economy. One barrier to the program is the availability and quality of contractors. The program has exceeded all goals from the Consolidated Plan.

Sidewalk Repair

- Consolidated Plan Goal: The City has the ability to match CDBG funding with other funding sources to complete high impact projects in low income block group areas. Funding will be used over the three-year period to complete infrastructure projects which will benefit low income households. Projects may include drainage improvements, sidewalks rehabs and street lighting improvements.
- Results: 2,587 linear feet of sidewalk were reconstructed with an area benefit to 2841 residents.
- Budget: \$80,000
- Expenditures: \$76,423

This was the second year of a two-year sidewalk repair project in these neighborhoods. This year the Sidewalk Repair project improved sidewalks in the Hillside Village. The original sidewalks were over thirty years old and were suffering from significant deterioration. New sidewalks were also installed on street sections that had gaps. In addition, barrier free ramps were installed at intersections making them ADA compliant. The repairs have made the sidewalks safer, improved accessibility and enhanced the visual quality of the neighborhoods. The project was completed in a timely manner within the program year.

Public Service Funding

- Consolidated Plan Goal: Provide support to public service agencies for all classifications of very low to moderate income persons. It is anticipated that up to 500 persons could benefit from this funding each year. The City plans to fund public service activities out of CDBG at the maximum level allowed. Service may include emergency assistance with rent and utilities, counseling, food, and clothing, homeless prevention, transportation services, youth services and child care services.
- Results: 279 persons received assistance through public service agencies this program year.
- Budget: \$34,828
- Expenditures: \$34,828

This program year the City funded three applications for public service funding. Below is a summary of each of the programs. One significant barrier has been the regional nature of some of the agencies that serve Allen. Many of the agencies serve the entire county, and therefore only a portion of the clients are Allen residents. This, and the unpredictability of the demand from only Allen residents, limits the funding that can be provided. The agencies have significantly improved the timeliness of spending this year. In addition the City has starting funding additional public service agencies with City funds.

Allen Community Outreach

Allen Community Outreach (ACO) was awarded \$15,000 in funding to operate a rent and utility assistance program for eligible families. The goal of this program is to provide short term assistance to families in need, to get them through hard times and prevent them

from becoming homeless. This year the program assisted 76 people and spent the entire \$15,000 grant award.

Hope’s Door

Hope’s Door operates a woman’s shelter and counseling program for domestic violence. The program was awarded \$5,000 to support the shelter. Specifically funding was used for rent and utility costs associated with the shelter and the crisis hotline. This year the program assisted 110 residents from Allen and spent \$5,000 of the grant.

Collin County Committee on Aging

Collin County Committee on Aging provides hot nutritional meals to the elderly through the Meals on Wheels Noon Program. The program was awarded \$9,828 to support the Meals on Wheels Noon Program. The Noon program served 93 seniors hot meals.

C. CDBG Narrative and Accomplishments

1. Assessment of Use of Funds

The activities funded from the CDBG program for 2008- 2009 corresponded directly to activities budgeted in the Annual Action Plan and the goals of the Consolidated Plan. Throughout the year, changes were made to the anticipated CDBG allocations outlined in the Annual Action Plan to meet program demands. Additional dollars available from funding of projects that did not move forward were reallocated to be used for other projects displaying a greater demand throughout the year. There are no unliquidated obligations or funds awaiting project identification. The results are summarized below and a more detailed explanation is available in B.8. Self Evaluation.

Program	Budget	Actual	% Budget
Administration	\$10,130	\$4,177	41%
Homebuyer Assist.	\$32,500	\$26,360	81%
Home Repair	\$150,000	\$231,860	154%
Sidewalk Repair	\$80,000	\$76,423	95%
Allen Community Outreach	\$15,000	\$15,000	100%
Hope’s Door	\$5000	\$5000	100%
Collin County Committee on Aging	\$9,828	\$9,828	100%
Total	\$249,958	\$368,648	147%

2. Nature and Reasons for Changes in Program Objectives

During this program year, no changes were made to the Community Development Block Grant Program objectives identified in the Consolidated Plan.

3. Assessment of Performance on Consolidated Plan

This section of the PY 2008 CAPER assesses the City's efforts in carrying out the planned actions described in the plan as part of the City's certification that it will follow an adopted and HUD approved Consolidated Plan. The items below are outlined to highlight that the City of Allen has endeavored to implement all planned actions and strategies.

In accordance with the 2007-2010 Consolidated Plan, the City of Allen has:

- Followed an adopted and HUD-approved Citizen Participation Plan;
- Implemented all activities, programs and projects in accordance with all applicable local, State and Federal laws;
- Used all CDBG funds exclusively for the **three national objectives** and complied with the **overall LMI persons requirement**; and
- Followed **anti-displacement** policies and complied with the requirements of the Uniform Relocation Act and Section 104(d).
- During this program year, the City **pursued all resources** as identified in the 2008-2009 Action Plan. In addition, the City continues to fund most of the staff and administrative costs associated with implementing the program.
- There were no requests for **certifications of consistency** for HUD programs during this program year.
- The City did not take any actions that **hindered implementation of the Consolidated Plan**.

In the 2007-2010 Consolidated Plan, the City identified the resources that could be pursued during the period covered by the plan. To date, every effort has been engaged to secure all non-housing resources available to the community.

4. Performance Measurement System

Outcome Measures

The following outcome measures for the 2008-2009 program year have been identified for each activity in accordance with the CDBG Outcome Performance Measurement System:

1. Four households had affordable housing through the homebuyer assistance program for the purpose of providing decent affordable housing.
2. Fourteen households have sustained affordable housing through the home repair program for the purpose of providing decent affordable housing.
3. Two thousand and twenty eight persons have access to new and improved sidewalks for the purpose of creating a suitable living environment.
4. Seventy-six persons have sustained affordable housing through rent and utility assistance for the purpose of providing decent affordable housing.
5. One hundred and ten women had access to emergency shelter and counseling for the purpose of creating a suitable living environment.
6. Ninety-three seniors received hot meals through the Noon Program by the Meals on Wheels creating a suitable living environment.

D. Geographic Distribution

The City of Allen has targeted three low-income neighborhoods for implementation of the CDBG programs. The Hillside neighborhood was the focus of the Sidewalk Repair project. In addition, only homes in these neighborhoods are eligible for participation in the Home Repair. The Home Buyer Assistance program is now available city-wide. Public service funding was used through public service agencies to help any eligible Allen residents.

MAP OF TARGET NEIGHBORHOODS

