

City of Coconut Creek

Community Development Block Grant (CDBG) Program
Consolidated Annual Performance Evaluation Report

(CAPER – PY 2016 – Ninth Year)

Grant No: B-16-MC-12-0054

Prepared by:
Community Redevelopment Associates of Florida, Inc.

Submitted to:
The U.S. Department of Housing and Urban Development
Florida State Office, Miami

Pending Adoption December 14, 2017

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The CAPER PY 2016 outlines the City of Coconut Creek's performance relative to the expenditure of Community Development Block Grant (CDBG), State Housing Initiative Partnership (SHIP) and HOME Investment Partnership (HOME) program funds to accomplish the goals stated in its Consolidated Plan/Annual Action Plan and the Local Housing Assistance Plan (LHAP).

This Program Year (PY 2016), the City continued its First-Time Homebuyer Program and Minor Home Repair Program. The City's home repair and purchase assistance programs continued to be in high demand. These programs address the housing cost burden needs for low to moderate income households within the City. With these programs, the City provided affordable housing for twelve (12) households. Actual accomplishments included seven (7) households provided with home rehabilitation and five (5) households provided with purchase assistance funds.

The City sponsored the Broward County Fair Housing Symposium in cooperation with HOPE, Inc. to promote and further fair housing practices in the South Florida Community.

The City also continued its five-year Consolidation Plan, as developed in 2015, in collaboration with the Broward County HOME Consortium to align planning years with the other participating jurisdictions. The City will continue to explore opportunities to raise overall awareness of the CDBG Program and explore the ability to fund other types of activities that align with its 5-year Consolidated Plan, covering years 2015-2019.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected - Strategic Plan	Actual - Strategic Plan	Percent Complete	Expected - Program Year	Actual - Program Year	Percent Complete
Infrastructure Improvements	Non-Housing Community Development	CDBG: \$215,704	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1	0	0.00%	1	0 (Cypress Park Infrastructure improvement project was completed after the close of PY 2016 and will be reported next year)	0.00%
Maintain City's Affordable Housing Stock	Affordable Housing	CDBG: \$0 / HOME: \$60,327.90 / SHIP: \$360,201.09	Homeowner Housing Rehabilitated	Household Housing Unit	20	15	75.00%	14	7	50.00%
Promote Economic Opportunity	Non-Housing Community Development	CDBG: \$0	Businesses assisted	Businesses Assisted	5	0	0.00%	0	0 (No economic opportunity activities were scheduled for PY 2016)	0.00%

Promote Homeownership Affordability	Affordable Housing	CDBG: \$29,672 Program Income	Direct Financial Assistance to Homebuyers	Households Assisted	15	9	60.00%	0	5	500.00%
Public/Supportive Services	Non-Housing Community Development	CDBG: \$0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	25	15	60.00%	0	(No Public/Supportive Service activities were scheduled for PY 2016)	0.00%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The City’s highest priority needs continue to be reducing housing cost burdens for low to moderate income households. The City’s home repair and purchase assistance programs are designed to address these needs, increasing the affordability of safe and decent housing, while maintaining the City’s affordable housing stock. As CDBG funds are limited, the City leverages these programs with state and local funding to ensure the greatest number of households assisted. This goal was accomplished through the institution of the First-time Homebuyer Program. Under this program financial aid was provided in the form of up to 50% of required home down payments, paid reasonable closing costs, provision of principle write down assistance, and interest rate subsidization. The City’s accomplishments this year provided funding for affordable housing and community development needs within our jurisdiction.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	3
Black or African American	3
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Total	6
Hispanic	3
Not Hispanic	3

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

- The racial/ethnic composition of those assisted through CDBG in PY 2016 is as follows: (3) Black, (3) White and (0) other multi-cultural. (3) Households were of Hispanic ethnicity and (3) households were of Non-Hispanic ethnicity. (0) Elderly and (0) Disabled households were assisted. Of those assisted, (6) households were in the moderate-income (51-80% AMI) category. The total number of Households assisted with CDBG funds was six (6).
- There is no racial/ethnic data to report for HOME PY 2016. HOME projects set to close will be reported next year in the PY 2017 CAPER.
- The racial/ethnic composition of those assisted through SHIP PY 2016 is as follows: (0) Black and (6) White. (1) Households was of Hispanic ethnicity and (5) were of Non-Hispanic ethnicity. (2) Elderly households were assisted. (1) Disabled household was assisted. Of those assisted, (1) household was in the extremely low income (0-30% AMI) category, (0) households were in the very low-income (31-50% AMI) category, (3) households were in the low-income (51-80% AMI) category, and (2) households were in the moderate (81-120% AMI) category. The total number of Households assisted with SHIP funds was six (6).

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	\$269,629	\$229,394.42
HOME	HOME	\$70,974	\$8,122.29
SHIP	SHIP	\$397,178.29	\$207,398.43

Table 3 - Resources Made Available

Narrative

CDBG

For PY 2016, the City of Coconut Creek was awarded **\$269,629.00** in CDBG funds. These funds were made available to the City by HUD on October 1, 2016 except where otherwise noted through substantial amendments. There was an additional \$139,482.61 in CDBG funds available from prior Project Years, and an additional \$29,672 in program income, making **\$431,889.29** the total funds available for use in the 2016 FY. CDBG expenditures for PY 2016 totaled **\$229,394.42**.

HOME

For PY 2015, the City of Coconut Creek was awarded **\$70,974.00** in HOME funds from Broward County HOME Consortium. These funds were not made available until July 1, 2016. There was an additional **\$29,730.50** in HOME funds made available through Program Income for PY 2015, making **\$100,704.50** the total funds available for use in the PY 2015. HOME expenditures for Fiscal Year 2016 (10/1/2016-9/30/2017) totaled **\$8,122.39**. PY 2016 HOME funds have not yet been made available due to the delayed execution of the 2016-2017 HOME Interlocal Agreement.

SHIP

A total of **\$397,178.29** in SHIP funds was made available by the Florida Housing Finance Corporation on July 1, 2016. There was an additional **\$8,039.00** in SHIP funds made available for PY 2016, making **\$405,217.29** the total funds available for use in the 2016 FY. SHIP expenditures for PY 2016 totaled **\$207,398.43**.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Tract #106.06 Block Group 2			
Tract #106.07 Block Group 2			
Tract #106.10 Block Group 1			
Tract #106.10 Block Group 2			
Tract #201.01 Block Group 3			
Tract #201.01 Block Group 4			
Tract #201.03 Block Group 1			
Tract #201.03 Block Group 2			
Tract #205.02 Block Group 2			
Tract #307.04 Block Group 1			
Tract #307.04 Block Group 3			
Tract #307.05 Block Group 1			
Tract #307.05 Block Group 2			

Table 4 – Identify the geographic distribution and location of investments

Narrative

Residential Rehabilitation

Geographically Planned: Low and Moderate Income Households- Citywide.

Actual Geographical Area: Low and Moderate Income Households- Citywide.

Purchase Assistance

Geographically Planned: Low and Moderate Income Households- Citywide.

Actual Geographical Area: Low and Moderate Income Households- Citywide.

The City of Coconut Creek's residential rehabilitation and purchase assistance programs are citywide to promote housing choice in the home-buying process and to expand assistance to the greatest number of people who require assistance.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

During PY 2016, the City leveraged local, state, and federal funds to meet priority needs as identified in the 2015-2019 Consolidated Plan with focus on those high priority needs identified in the 2016 Action Plan. The City currently does not have any funding source that requires matching.

The leveraging of funding resources is utilized by the City of Coconut Creek as a tool to better meet the needs of its low and moderate income persons. Leveraging CDBG dollars with the City's SHIP funding and Broward County HOME Consortium funding to support the City's programs ensures low and moderate income residents are provided comprehensive support. It allows the City to extend the level of assistance it can provide or scope of project that can be undertaken.

All City of Coconut Creek-owned property has been mapped as part of the State's requirement that the City maintain a printed inventory of locally-owned land suitable for affordable housing. The several parcels of land that the City owns are committed for public use, such as parks; undevelopable, such as streets or landscape buffers; or lack the proper zoning. Therefore, it has been determined that they are not suitable for affordable housing. The City Commission will review this inventory every three years and the suitability for use as affordable housing.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	14	11
Number of Special-Needs households to be provided affordable housing units	0	1
Total	14	12

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	7	7
Number of households supported through Acquisition of Existing Units	7	5
Total	14	12

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The City has seen a moderate increase in households seeking assistance, and as a result, completed a total of twelve minor home repair and purchase assistance projects during the program year. The City achieved its goal for residential rehabilitation. The demand for purchase assistance remains high. However, increased market competition has made it difficult for first-time homebuyers to enter into the required executed contracts. Five (5) purchase assistance applicants closed on properties before the end of the year.

The City has continued to use traditional advertising and outreach to promote awareness of the programs. In addition to standard notices of funding availability, the City has established a website with program information, utilized social media, including Facebook and Twitter, and the City's e-newsletter, Cocogram, to disseminate program information.

Discuss how these outcomes will impact future annual action plans.

During the 2017 Program Year, the City will pursue additional means to connect buyers with affordable residences and expand outreach to special needs households.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	0	0
Low-income	0	0
Moderate-income	6	0
Total	6	0

Table 7 – Number of Households Served

Narrative Information

- Of the households assisted with CDBG funding, six (6) were in the moderate-income (51-80% AMI) category.
- Two (2) HOME projects are scheduled to close after the close of the PY 2016 will be reported next year.
- Of the households assisted with SHIP funding, one (1) household was in the extremely low income (0-30% AMI) category, two (2) households were in the low income (51-80% AMI) category, and two (2) households were in the moderate income (81-120% AMI) category.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City of Coconut Creek did not receive any private or public resources targeted to prevent homelessness. The City will continue to coordinate through the Continuum of Care (CoC) process to achieve the goals identified in Broward County's 10 Year Strategic Plan to End Homelessness.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City does not receive ESG funding.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The City's program administrator has the responsibility of coordinating the referral process for homelessness and at-risk homelessness related contacts made to the City. The program administrator will also work with other private entities, non-profits, and public institutions to undertake strategies preventing homelessness or to ensure that persons who are homeless are pointed in the right direction for resources. Organizations listed as CoC service providers will be the source for building on the institutional structure.

The City endorsed the County's 10 Year Strategic Plan to End Homelessness and continues to coordinate through the CoC process to achieve identified goals.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City endorsed the County's 10 Year Strategic Plan to End Homelessness and continues to coordinate through the CoC process to achieve the goals identified. Where contacts are made to the City, the City's program administrator has the responsibility of coordinating the referral process for homelessness and chronic homelessness. The program administrator will also work with other private entities, non-profits, and public institutions to undertake strategies to prevent homelessness or ensure that persons who are homeless are pointed in the right direction for resources. Organizations listed as CoC service providers will be the source for building on the institutional structure.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The City does not have project based public housing but does disseminate information regarding public housing options, such as Section 8, to clients who call and may need this type of assistance. This is primarily done through the City's program administrator.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

The City of Coconut Creek funded a purchase assistance program, which provides zero interest deferred loans to income eligible first-time homebuyers.

Actions taken to provide assistance to troubled PHAs

No public housing authority has been established within the City of Coconut Creek. The City maintains an ongoing coordination with the Broward County Housing Authority.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The City, through its Affordable Housing Advisory Committee (comprised of 9 members from various sectors of the community), convened in September 2016 to begin an affordable housing study, which addressed barriers to affordable housing. The Committee reviewed the City's policies and procedures, ordinances, land development regulations, and the adopted comprehensive plan. The committee recommended actions to remove barriers to affordable housing while protecting the ability of property to appreciate in value.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

During PY 2016, the City utilized purchase assistance funds to foster new affordable housing units throughout the City.

The City also funded a residential rehabilitation program to address code violations, health and safety related repairs, as well as energy efficiency improvements. The program is also designed to prevent deferred maintenance of the City's affordable housing stock and address accessibility related repairs for special needs households, including elderly and disabled.

In addition, the City's locally-funded sustainable home repair program served to retrofit the City's affordable housing stock, improving energy and water consumption and decrease housing costs associated with utility expenses for workforce income households not served with federal and state dollars.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

Participant property owners are notified of the hazards of lead-based paint and of the symptoms associated with lead-based contamination.

For residential properties receiving an average of up to and including \$5,000.00 per unit, the City shall:

Perform paint testing on the painted surfaces to be disturbed or replaced during rehabilitation activities, or presume that all of the painted surfaces are coated with lead-based paint. If testing indicates that the surfaces are not coated with lead-based paint, safe work practices and clearance shall not be required. In addition, the City will follow all additional requirements as listed in 24 CFR 35.930(b). For residential properties receiving an average of more than \$5,000.00 and up to and including \$25,000.00 per unit, the City shall follow the requirements of 24 CFR 35.930(c), which include but are not limited to risk

assessments and interim controls.

For residential properties receiving an average of more than \$25,000.00 per unit, the City shall follow regulations as set forth in 24 CFR 35.930(d), which include abatement.

The City will further coordinate with the Broward County Public Health Unit to implement educational programs on the hazards of lead-based paint and blood testing of children at-risk.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The City's established housing activities focused on reducing housing cost burden for low income households within the City. Where city resources are unable to assist, the City continues to utilize the referral process and coordination with public and private entities in the area with available programs and resources.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The City's consultant is responsible for maintaining and improving the institutional structure necessary to carry out the City's Consolidated Plan.

As part of the planning process, a list of the area's private industries (businesses), non-profit organizations, and public institutions were identified as resources that may be available to assist with carrying out the strategies indicated in the City's 2015-2019 Consolidated Plan. For PY 2016 activities, appropriate entities have been utilized, as necessary, for various housing, community development strategies, and other priority needs identified. Additional organizations necessary to provide housing and community development services will become part of the City's service provider referral network.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City of Coconut Creek works closely with multiple local non-profit and public housing providers.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

As part of the 2015-2019 Consolidated Planning process to realign planning cycles with Broward County HOME Consortium members, the City began revising its Analysis of Impediments to Fair Housing Choice. This activity was completed in PY 2015 and actions taken to overcome any identified impediments were implemented in PY 2016. In addition, the City is a sponsor of the annual Broward County Fair Housing Symposium provided by HOPE, Inc. The support continued in PY 2016.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

Frequency of Monitoring

Funded housing and community development activities were monitored on a monthly basis to determine progress and timely expenditure of funding. A year-end review was also conducted for completed activities and budget balances.

Self-Evaluation

The purchase assistance and home repair programs have had a positive effect on addressing cost burden and affordability issues for prospective buyers, preserving the City's affordable housing stock, and addressing the needs of elderly and disabled residents. These programs are designed to increase the availability of decent housing for low to moderate-income residents. The home repair program also promotes economic opportunity by reducing the cost of deferred maintenance and housing expenses by addressing energy and water efficiency standards. In PY 2016 the demand for these programs remained high and cost burden continued to be a primary issue in South Florida. The City will be pursuing opportunities to expand outreach to special needs households to ensure that the most vulnerable populations are aware of the funding available through the City's programs.

The City has consistently met timeliness standards for expenditure of funds and, through monitoring, has been able to reprogram funds where needs are greatest.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

Please see attached 2016 CAPER Timeline and Public Notice.

No citizen comments have been received to date. Citizen comments will be included as an additional attachment if needed.

City of Coconut Creek
CAPER PROGRAM YEAR 2016 TIMELINE
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

<u>Dates</u>	<u>Description</u>
October 19, 2017	Form HUD 2516 W/MBE Report-Submitted to HUD
November 15, 2017	Draft copy of CAPER sent to City for review
November 19, 2017	Public Notification of 15 Day Comment Period of 2016 CAPER
November 20, 2017-December 4, 2017	Public Comment Period (15 Days)
November 23, 2017	Section 3 Report-Submitted Online to HUD
December 14, 2017	Public Hearing
December 14, 2017	City Commission Meeting to Approve PY 2016 CAPER
December 28, 2017	Submit PY 2016 CAPER to HUD Miami Field Office

PY 2016 CAPER Timeline

PUBLIC NOTICE

CITY OF COCONUT CREEK, FLORIDA
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
CONSOLIDATED ANNUAL PERFORMANCE
EVALUATION REPORT (CAPER-PY 2016)

The City of Coconut Creek has completed its Consolidated Annual Performance Evaluation Report (CAPER PY-2016) as required by the U.S. Department of Housing and Urban Development (HUD) under 24 CFR Part 91. This report assesses the City's performance for Program Year 2016 relative to the expenditure of funds provided by HUD and other public and private entities.

This report is available for public review as of November 20, 2017 between the hours of 7:00 A.M. and 6:00 P.M., Monday - Thursday, at the Office of the City Clerk located at Coconut Creek City Hall, 4800 West Copans Road, Coconut Creek, FL 33063 and at the Department of Sustainable Development at the same address.

Written comments regarding this report may be submitted to the Department of Sustainable Development on or before 5:30 P.M., December 4, 2017 to be considered before the report is submitted to HUD. The City will submit this report to the local HUD office on or about December 30, 2017.

Prior to submission to HUD, the City of Coconut Creek will hold a public hearing on the PY 2016 CAPER on December 14, 2017 at 7:00 p.m. in the Commission Chambers at the Government Center located at 4800 West Copans Road, Coconut Creek, FL 33063. Interested parties are encouraged to attend and participate.

For additional information on this hearing, please contact Scott Stoudenmire, Deputy Director, Sustainable Development, at (954) 973-6756.

NOTE: If any person, firm, or corporation decides to appeal any decision made by the City Commission with respect to any matter considered at such meeting or hearing, they will need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence, if any, upon which the appeal is based. (F.S. 286.0105)

NOTE: In accordance with the Americans with Disabilities Act and Florida Statutes 286.26, persons with disabilities needing special accommodations to participate in this hearing should contact the Office of the City Clerk at least 48 hours prior to the hearing at (954) 973-6774 for assistance.

City of Coconut Creek
Leslie Wallace May
City Clerk
November 19, 2017

Public Notice

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The City will continue to address the priority needs outlined in the Consolidated Plan through the approved activities in the 2017 Program Year. No changes in program objectives were made or are anticipated.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.