

CITY OF TYLER, TEXAS

CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT and HOME APR



FY 2012-2013

**REPORTS COVER THE PERIOD
10-1-12 TO 9-30-13**

2012-2013 CAPER



CITY OF TYLER TEXAS

CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT FOR HOUSING AND COMMUNITY DEVELOPMENT

I. OVERVIEW

This document serves as the City of Tyler's 2012-2013 Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) Programs. This report is submitted in response to the performance requirements described in the Consolidated Plan regulations at 24 CFR 91.520.

The purpose of this report is to:

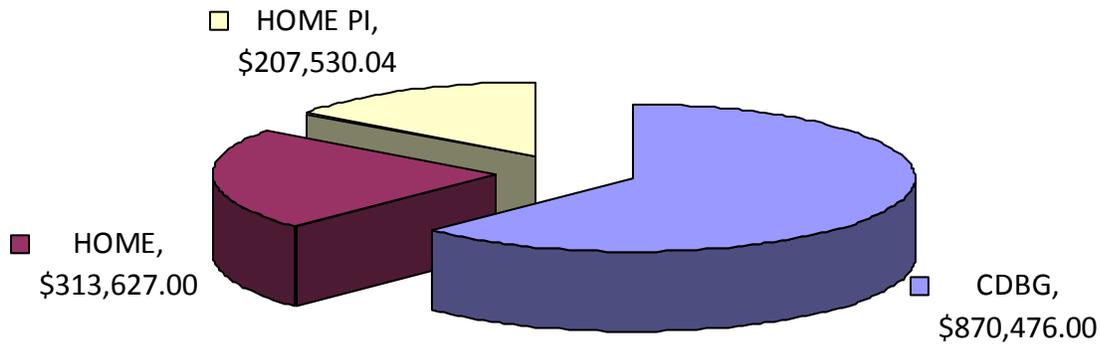
1. Provide the community and the U. S. Department of Housing and Urban Development (HUD) with a summary of resources available and program accomplishments;
2. Update citizens and HUD on actions during the past year to address needs as described in the 2010-2015 Consolidated Plan; and
3. Report progress made in Program Year 2012-2013 to address other priority needs and objectives.

The information and data contained in this report is gathered from program and project files, the City's detailed budget expenditures, and information contained in HUD's IDIS and LOCCS system. The information contained in this report is submitted as being accurate and correct to the best of our knowledge and abilities. All information regarding the CDBG and HOME Programs are maintained by the City of Tyler's Neighborhood Services Department located at 900 W. Gentry Parkway, Tyler, Texas.

RESOURCES AVAILABLE

During the 2012-2013 program year (October 1, 2012 – September 30, 2013), the City of Tyler received:

2012-2013 Program Year	Amount
Community Development Block Grant Funds	\$870,476.00
CDBG Program Income	\$0
Home Partnership Investment Programs	\$313,627.00
HOME Program Income	\$207,530.04
Total funds received for 2012-2013 Program Year	\$1,391,633.04



The City also received \$7,261,922 for the Section 8 Housing Voucher Program in addition to applying and receiving funding for the Family Self Sufficiency Program in the amount of \$48,877. Various other community organizations received or were eligible to apply for other funds and resources to meet community needs, including Section 202 funds, Emergency Shelter Grant funds, U.S.D.A., FEMA, Texas Workforce Commission, Texas Department of Housing and Community Affairs, MH-MR/State funds, Smith County United Way, private lender financing, private foundation funds, other various state and federal grant programs, and local contributors. The tables on the following pages describe the available resources and the projects and activities receiving CDBG and HOME funding.

PY 2012 CDBG Funded Projects and Activities

Project/Activity	IDIS Number	Fund Year	2012 Initial Budget (including amendments)	2012 Amount Expended	2012 Program Income Expended	PY 13 Liabilities/ Accruals	Prior Year Funds Expended
CDBG Administration	945	2012	\$174,095.20	\$138,916.93		\$10,174.16	
Code Enforcement	950	2012	\$71,000	\$45,771.18		\$685.06	
Code Enforcement	881	2009					\$600.00
Code Enforcement	931	2011					\$3,350.00
Clearance/Demolition	949	2012	\$80,000	\$35,250.69			
Clearance/Demolition	897	2010					\$7,199.93
Clearance/Demolition	930	2011					\$37,770.00
Homebuyers Assistance	952	2012	\$31,891.19	\$16,892.19		\$14,999.00	
Homebuyers Assistance	896	2010					\$18,917.40
Homebuyers Assistance	933	2011					\$16,439.00
Tyler Literacy Council	946	2012	\$21,000	\$21,000			
Palace Court Street Imp.	953	2012	\$298,053.75	\$45,383.86		\$48,356.73	
Andrews Center	902	2010					\$790.90
Andrews Center	928	2011					\$158.74
Tyler Aid Services	947	2012	\$39,000	\$21,410.42		\$2,400	
Homebuyers Education	948	2012	\$10,000	\$7,282.65			
Homebuyers Education	903	2010					\$8,257.86
Homebuyers Education	929	2011					\$10,000.00
Housing Rehabilitation	951	2012	\$218,707.03	\$209,348.17		\$9,358.86	
Housing Rehabilitation	932	2011					\$101,787.51
Sherwood TA- Public Service	937	2011					\$47,528.25
Hunters Court- Street Imp.	942	2011					\$6,426.99
TOTALS			\$943,747.98	\$541,256.09	\$0.00	\$85,973.81	\$259,226.58
TOTAL EXPENDITURES 10/1/2012 – 9/30/2013				\$800,592.67			

PY 2012 HOME Funded Projects and Activities

Project/Activity	IDIS Number	Fund Year	2012 Initial Budget (including amendments)	2012 Program Income Funded	2012 Amount Funded	Prior Year Funds Expended	PY 11 Expenses Drawn in PY 12	PY 12 Grant Expenses Drawn in PY 12	PY 12 Program Income Draws in PY 12	PY 11 Program Income Draws in PY 12	PY 12 Expenses to be drawn in PY 13
HOME Administration	954	2012	\$35,568.49	\$12,355.96	\$43,374.19			\$47,924.45			
Habitat	959, 958, 957, 956, 955	2012	\$75,000	\$43,441.25	\$57,949.80				\$20,125.79		\$37,824.01
HOME Administration	925	2011					\$16,001.10				
New Construction- City	*No activities assigned	2012	\$204,675								
New Construction- City	961	2010		\$29,250.00		\$29,250.00			\$22,500.00		\$6,750.00
New Construction-City	961, 919, 920, 921	2009		\$108,864.40		\$108,864.80				\$106,164.80	\$2,700.00
New Construction-City	961	2008		\$6,124.00		\$6,124.00			\$6,124.00		
New Construction-City	961	2004		\$5,720.00		\$5,720.00			\$5,720.00		
Owner Rehab / Reconstruction	961	2009		\$12,592.00		\$12,592.00			\$12,592.00		
Andrews Center TBRA	884	2009		\$1,503.00		\$1,734.00	\$4,935.00			\$1,503.00	
CHDO	924	2006				\$16,177.50		\$6,097.50			\$10,080.00
Homebuyers	919	2006		\$14,050.00		\$14,050.00			\$14,050.00		
Public Service	936	2011		\$19,110.00		\$19,110.00				\$17,995.00	\$1,115.00
TOTALS			\$315,243.49	\$253,010.61	\$101,323.99	\$213,622.30	\$20,936.10	\$54,021.95	\$81,111.79	\$125,662.80	\$58,469.01
TOTAL EXPENDITURES 10/1/2012 – 9/30/2013			\$314,946.29								

ACTIONS TAKEN TO ADDRESS 2010-2015 CONSOLIDATED PLAN PRIORITIES

Throughout the consolidated planning process, the City of Tyler assessed its housing, economic, human development, public facility and infrastructure needs. This assessment led to a prioritized listing of housing and non-housing needs and the development of objectives for addressing those needs. The following tables describe how the funds were used to address the City's identified local priorities. For additional information on each activity see the IDIS activity summaries and maps.

The following tables include information regarding projects that are included in IDIS for expenditures within the reporting period, organized by the City of Tyler's 2010-2015 Consolidated Plan priorities.

Accruals for PY12 expenses paid in PY12 and PY12 expenses drawn in PY13 are indicated in the tables on Page 11.

ADMINISTRATION

Projects and Activities	IDIS #	EN Funds Committed	Program Income Committed	Funds Expended
2012 CDBG Program Administration Management and administration of the CDBG Program, including Fair Housing Activities	945	\$149,091.09	\$0.00	\$149,091.09
2012 HOME Program Administration Management and administration of the HOME Program, including Fair Housing Activities	954	\$35,568.49	\$14,073.72	\$47,924.45

Priority 1: Expand Homeownership Opportunities and Encourage Development of Single-Family Housing				2010-2015 5-Year Goal=64 LMI Homebuyers Assisted 2010-2015 5-Year Goal=16 units constructed					
Projects and Activities	Target Population	Funds Committed		Funds Expended			<i>Current Year Goal</i>	<i>Actual</i>	
		CDBG	HOME	HOME PI	CDBG	HOME			
IDIS #952 2012 Homebuyer Program	LMI Households	\$31,891.19	N/A	N/A	\$31,891.19	N/A	3	5	
IDIS#896, 2010 Homebuyer Program	LMI Households	\$18,917.40	N/A	N/A	\$18,917.40	N/A			
IDIS #933 2011 Homebuyer Program	LMI Households	\$16,439.00	N/A	N/A	\$16,439.00	N/A			
IDIS #919 2006 Homebuyer Program	LMI Households	N/A	\$14,050.00	\$14,050.00	N/A	N/A			
IDIS #961 2012 New Construction/Reconstruction)– development of single-family structures by City of Tyler for homeownership and replacement housing for homeowners	LMI Households	N/A	\$204,675.00	N/A	N/A	N/A	2	4	
IDIS #961 2010 New Construction/Reconstruction – development of single-family structures by City of Tyler for homeownership and replacement housing for homeowners	LMI Households	N/A	\$209,563.00	\$62,187.20	N/A	\$48,490.53			
IDIS #961, 920, 921, 919 2009 New Construction/Reconstruction – development of single-family structures by City of Tyler for homeownership and replacement housing for homeowners	LMI Households	N/A	\$108,864.40	\$108,864.40	N/A	N/A			
IDIS #961 2008 New Construction/Reconstruction – development of single-family structures by City of Tyler for homeownership and replacement housing for homeowners	LMI Households	N/A	\$6,124.00	\$6,124.00	N/A	N/A			
IDIS #961 2004 New Construction/Reconstruction – development of single-family structures by City of Tyler for homeownership and replacement housing for homeowners	LMI Households	N/A	\$5,720.00	\$5,720.00	N/A	N/A			
IDIS #959,956,958,957,955 - 2012 New Construction - of single-family structures by Habitat for homeownership.	LMI Households	N/A	\$75,000.00	\$57,949.80	N/A	N/A			5
Priority 2: Rehabilitate Owner-occupied Housing				2010-2015 5-Year Goal=12 housing units rehabilitated or reconstructed				<i>(Includes HOME Reconstruction)</i>	
Projects and Activities	Target Population	Funds Committed		Committed Funds Expended			<i>Current Yr Goal</i>	<i>Actual</i>	
		CDBG	HOME	HOME PI	CDBG	HOME			
IDIS #961 2009 HOME Reconstruction Program	LMI Households	N/A	\$12,592.00	\$12,592.00	N/A	N/A	0	0	

Priority 3: Provide Minor Rehabilitation Assistance for Owner-Occupied Housing				2010-2015 5-Yr Goal=25 Housing Units Receive Minor Urgent Rehabilitations and Improve Accessibility				
Projects and Activities	Target Population	Funds Committed		Committed Funds Expended			<i>Current Yr Goal</i>	<i>Actual</i>
		CDBG	HOME	HOME PI	CDBG	HOME		
IDIS#951 2012 Owner Rehabilitation Program	LMI Households	218,707.03	N/A	N/A	218,707.03	N/A	25	55
IDIS#932 2011 Owner Rehabilitation / Reconstruction Program	LMI Households	\$101,787.51	N/A	N/A	\$101,787.51	N/A		
Priority 4: Provide Affordable Rental Housing Opportunities				2010-2015 5-Year Goal=62 LMI Tenants Assisted				
				2010-2015 5-Year Goal=10,000 LMI Tenants Receive Rental Subsidies				
<i>Five year Goal for this Priority:</i> A one-day snapshot indicated that Tyler's Section 8 Housing Voucher Program provided assistance to 938 low-income households. Over the course of the year, at least 100 more tenants were assisted due to voucher turn-over, however this specific information is not available. Tyler Community Homes provides affordable rental units to 54 low-income households each month								

CONTINUUM OF CARE

Assist Homeless With Shelter & Supportive Services through combined efforts of city and non-profit providers				2010-2015 5-Yr Goal=2,500 Homeless Families/Persons assisted				
Projects and Activities	Target Population	Funds Committed		Funds Expended			<i>Current Yr Goal</i>	<i>Actual</i>
		CDBG	HOME	CDBG	HOME PI	HOME		
IDIS #884 2009 Andrews Center – HOME TBRA - provides monthly rental assistance payments for low-income persons with mental illness diagnosis who are homeless or at risk of becoming homeless	LMI	NA	\$6,438.00	NA	\$1,503.00	\$4,935.00	10	2

NON-HOUSING COMMUNITY DEVELOPMENT

ENCOURAGE HEALTH AND HUMAN SERVICES (PUBLIC SERVICES)

Support Public Services for Low-Income			2010-2015 5-Yr Goal = 1,000 Persons Receive Public Services			
through combined efforts of city and non-profit providers						
Projects and Activities	Target Population	Funds Committed		Funds Expended		<i>Current Yr Goal and Accomplishments</i>
		CDBG	HOME	CDBG	HOME	
IDIS #902 2010 Andrews Center – CDBG PS – CIP independent living skills training and transportation for low-income persons with mental illness diagnosis	LMC	\$790.90	N/A	\$790.90	N/A	Current Yr Goal = 30 LMI Persons 2 Persons Assisted
IDIS #928 2011 Andrews Center – CDBG PS – CIP independent living skills training and transportation for low-income persons with mental illness diagnosis	LMC	\$15,543	N/A	\$158.74	N/A	Current Yr Goal = 30 LMI Persons 2 Persons Assisted
IDIS #899 2010 Public Service Façade	LMC	\$50,000.00	N/A	\$0	N/A	Goal-5 0 Businesses assisted
IDIS #946 2012 Literacy Council – Provided educational services to illiterate low-income individuals	LMC	\$21,000.00	N/A	\$21,000.00	N/A	Goal-50 LMI Persons 50 Persons assisted
IDIS #947 2012 Tyler AIDS – Provide direct delivery costs to provide independent living skills training and education for persons with AIDS diagnosis.	LMC	\$39,000	N/A	\$23,810.42	N/A	Goal-11 11 Persons assisted
IDIS #936 2011 Tyler AIDS – provides monthly rental assistance payments for persons with AIDS diagnosis.	LMC	N/A	\$19,110.00	N/A	\$19,110.00	Goal-11 11 Persons assisted (Note: Closed in IDIS Dec 2013)
IDIS #903 2010 Homebuyer Education	LMC	\$8,257.86	N/A	\$8,257.86	N/A	Current Yr Goal = 15 LMI Persons 20 Persons Assisted
IDIS #929 2011 Homebuyer Education	LMC	\$10,000	N/A	\$10,000	N/A	
IDIS #948 2012 Homebuyer Education	LMC	\$10,000	N/A	\$7,282.65	N/A	

SUPPORT PUBLIC FACILITIES/INFRASTRUCTURE AND OTHER ACTIVITIES TO PROVIDE SAFE, SECURE, AND HEALTHY ENVIRONMENTS

Priority 1: Remove Slum and Blighting Conditions								
Strategy: Demolition of Vacant and Dilapidated Structures 2010-2015 5-Yr Goal = 90 Dilapidated Structures Demolished								
Projects and Activities	Target Population	Funds Committed		Funds Expended			Current Yr Goal	Actual
		CDBG	HOME	CDBG	CDBG PI	HOME		
IDIS #930 2012 Demolition and Clearance – Elimination of slum and blight and structures that create unsafe, unsanitary, and hazardous conditions	Spot Slum and Blight	\$80,000.00	N/A	\$35,250.69	N/A	N/A	25	23
IDIS #897 2010 Demolition and Clearance – Elimination of slum and blight and structures that create unsafe, unsanitary, and hazardous conditions	Spot Slum and Blight	\$7,199.93	N/A	\$7,199.93	N/A	N/A		
IDIS #930 2011 Demolition and Clearance – Elimination of slum and blight and structures that create unsafe, unsanitary, and hazardous conditions	Spot Slum and Blight	\$37,770.00	N/A	\$37,770.00	N/A	N/A		
Strategy: Code Enforcement Activities 2010-2015 5-Yr Goal = 5 Low-Income Areas Receive Code Enforcement Activities and code violations removed on 1625 housing units								
Projects and Activities	Target Population	Funds Committed		Funds Expended			Current Yr Goal	Actual
		CDBG	HOME	CDBG	CDBG PI	HOME		
IDIS #881 2009 Code Enforcement – Identification of code violations in low-income areas	LMA	\$600.00	N/A	\$600.00	N/A	N/A	325	340
IDIS #950 2012 Code Enforcement – Identification of code violations in low-income areas	LMA	\$71,00.00	N/A	\$46,456.24	N/A	N/A		
IDIS #931 2011 Code Enforcement – Identification of code violations in low-income areas	LMA	\$3,350.00	N/A	\$3,350.00	N/A	N/A		

Priority 3: Provide Public Facility Improvements in Low-Income Areas

2010-2015 5-Yr Goal = 5 Public Facility Improvements completed in low-income areas

Projects and Activities	Target Population	Funds Committed		Funds Expended			Current Yr Goal	Actual
		CDBG	HOME	CDBG	CDBG PI	HOME		
IDIS #953 2012 Palace Court – improvements in low-income area including but not limited to streets, sidewalks, curbs & gutters, parks, playgrounds, water and sewer lines, bus shelters	LMA	\$298,053.75	N/A	\$93,740.59	N/A	N/A	1	0
IDIS #937 2011 Sherwood North – improvements in low-income area including but not limited to streets, sidewalks, curbs & gutters, parks, playgrounds, water and sewer lines, bus shelters	LMA	\$47,538.25	N/A	\$47,538.25	N/A	N/A	1	1
IDIS #942 2011 Hunters Court – improvements in low-income area including but not limited to streets, sidewalks, curbs & gutters, parks, playgrounds, water and sewer lines, security fencing, lighting	LMA	\$26,946.00	N/A	\$6,426.99	N/A	N/A	1	0

The following HOME activities were paid and drawn with PY 11 program income.

Projects and Activities	IDIS #	Amount
09 Andrews Center	884	\$1,503.00
09 CHDO	924	\$16,177.50
11 Public Services	936	\$19,110.00
09 New Construction	919	\$28,249.80
09 New Construction	920	\$66,588.00
09 New Construction	921	\$13,633.00
		\$145,261.30

The following HOME activities were paid and drawn with PY 12 program income.

Projects and Activities	IDIS #	Amount
08 Owner Rehab	961	\$68,130.00
12 Habitat	959	\$9,361.60
12 Habitat	956	\$13,953.86
12 Program Admin	954	\$47,924.45
12 Habitat	958	\$14,994.73
12 Habitat	957	\$4,978.38
12 Habitat	955	\$152.68
		\$159,495.70

The following CDBG activities had PY 12 year-end liabilities that were drawn in PY13.

Projects and Activities	IDIS #	Amount
10 Andrews Center	902	\$790.90
09 Code Enforcement	881	\$600.00
11 Code Enforcement	931	\$3,350.00
10 Demolition	897	\$7,199.93
11 Demolition	930	\$37,770.00
10 Homebuyers Assistance	896	\$18,917.40
11 Homebuyers Assistance	933	\$16,439.00
11 Andrews Center	928	\$158.74
10 Homebuyers Education	903	\$8,257.86
11 Homebuyers Education	929	\$10,000.00
11 Housing Rehabilitation	932	\$101,787.51
11 Sherwood TA- Public Service	937	\$47,528.25
11 Hunters Ct- Public Improvement	942	\$6,426.99
Total		\$266,509.23

The following HOME activities were paid and drawn with PY 11 and PY12 program income.

Projects and Activities	IDIS #	Amount	Year PI Earned
New Construction-City	961	\$9,450.00	2012
Public Service	936	\$1,115.00	2012
Public Service	959,956	\$23,315.46	2012
Total		\$33,880.46	

Summary of Program - See Tables on following Pages

Table 3A Summary of Specific Annual Objectives

Decent Housing with Purpose of New or Improved Availability/Accessibility (DH-1)							
Specific Objective		Source of Funds	Year	Performance Indicators	Expected Number	Actual Number	
DH1.1	Provide major rehabilitation / reconstruction for low-income homeowners	CDBG, HOME	2010	Units	4	4	
			2011	Units	0	0	
			2012	Units	0	0	
			2013	Units			
			2014	Units			
			MULTI-YEAR GOAL				4
DH1.2	Provide urgent repair / ADA housing rehabilitation for low-income homeowners	CDBG	2010	Units	4	17	
			2011	Units	29	21	
			2012	Units	25	55	
			2013	Units			
			2014	Units			
			MULTI-YEAR GOAL				58
Decent Housing with Purpose of New or Improved Affordability (DH-2)							
DH2.1	Provide homebuyer down payment, closing cost, and principle reduction assistance	CDBG, HOME	2010	People	9	1	
			2011	People	4	7	
			2012	People	3	5	
			2013	People			
			2014	People			
			MULTI-YEAR GOAL				16
DH2.2	Coordination with Housing Choice Voucher Program to identify participants for homeownership utilizing HCVP funding	HCVP Funds	2010	People	1	0	
			2011	People	1	11	
			2012	People	1	11	
			2013	People	1		
			2014	People	1		
			MULTI-YEAR GOAL				5
DH2.3	Investigate alternative housing types in an effort to enhance affordability	CDBG HOME	2010	Units	0	0	
			2011	Units	0	2	
			2012	Units	1	1	
			2013	Units	1		
			2014	Units	1		
			MULTI-YEAR GOAL				3
DH2.4	Provide Tenant Based Rental Assistance	HOME	2010	People	17	17	
			2011	People	11	11	
			2012	People	11	2	
			2013	People	10		
			2014	People	10		
			MULTI-YEAR GOAL				59

DH2.5	Production of new rental units via CHDO	HOME	2010	Units	0	0	
			2011	Units	3	0	
			2012	Units	2	0	
			2013	Units	1		
			2014	Units	1		
			MULTI-YEAR GOAL				
DH2.6	Production of new owner units	HOME	2010	Units	1	1	
			2011	Units	6	5	
			2012	Units	3	2	
			2013	Units	3		
			2014	Units	3		
			MULTI-YEAR GOAL				
Suitable Living Environment with Purpose of New or Improved Availability/Accessibility (SL-1)							
SL1.1	Provide support to organizations to deliver public services. Assist low and moderate income with public services	CDBG	2010	People	150	378	
			2011	People	90	119	
			2012	People	20	96	
			2013	People	20		
			2014	People	20		
			MULTI-YEAR GOAL				
Suitable Living Environment with Purpose of New or Improved Affordability (SL-2)							
SL2.1	Provide credit counseling and homebuyer education services to first time homebuyers	CDBG	2010	People	60	37	
			2011	People	60	20	
			2012	People	60	20	
			2013	People	60		
			2014	People	60		
			MULTI-YEAR GOAL				
Suitable Living Environment with Purpose of New or Improved Sustainability (SL-3)							
SL3.1	Continue current code enforcement efforts	CDBG	2010	Units	325	350	
			2011	Units	325	262	
			2012	Units	325	340	
			2013	Units	325		
			2014	Units	325		
			MULTI-YEAR GOAL				
SL3.2	Continue demolition and clearance of vacant dilapidated structures	CDBG/ General funds	2010	Units	20	53	
			2011	Units	15	48	
			2012	Units	20	23	
			2013	Units	15		
			2014	Units	20		
			MULTI-YEAR GOAL				

SL3.3	Provide funding for infrastructure improvements and public facilities in designated target areas	CDBG	2010	Projects	1	0	
			2011	Projects	1	2	
			2012	Projects	1	1	
			2013	Projects	1		
			2014	Projects	1		
			MULTI-YEAR GOAL				
SL3.4	Strengthen the collaboration with homeless providers	CDBG HOME Other federal, state and local sources	2010	Agency	0	0	
			2011	Agency	2	10	
			2012	Agency	2	10	
			2013	Agency	2		
			2014	Agency	2		
			MULTI-YEAR GOAL				
SL3.5	Provide support for homeless count	CDBG HOME Other federal, state and local sources	2010	Agency	1	1	
			2011	Agency	1	5	
			2012	Agency	1	2	
			2013	Agency	1		
			2014	Agency	1		
			MULTI-YEAR GOAL				

Economic Opportunity with Purpose of New or Improved Availability/Accessibility (EO-1)							
Specific Objective		Source of Funds	Year	Performance Indicators	Expected Number	Actual Number	
EO1.1	Improve exterior conditions and expand viability of small business through funding for exterior façade improvements	CDBG	2010	Projects	2	0	
			2011	Projects	2	0	
			2012	Projects	2	0	
			2013	Projects	2		
			2014	Projects	2		
			MULTI-YEAR GOAL				

Accomplishments – By Income

Program	IDIS #	0-30%	31-50%	51-80%	<80%	Total by income
Literacy Council of Tyler	946	10	32	8		50
Andrews Center – Tenant Based Rental Assistance (2009)	884	2				2
Andrews Center – CDBG (2010) CIP	902	0	2			2
Andrews Center – CDBG (2011) CIP	928	0	2			2
Tyler AIDS Services-independent living skills training and education (2012)	947	9	2			11
Owner Rehabilitation Program - Minor Repair / Removal of Architectural Barriers (ADA)	932, 951	17	16	12	10	55
First-Time Homebuyers Program	952,896,933	0	0	2	3	5

Summary of Program Accomplishments – By Race and Female Head

Project/Activity	Female Head of Household	White	W/Hisp Origin	Black or Af. A	W/Hisp Origin	Asian	W/Hisp Origin	Am. Indian/ Alaskan Native	W/Hisp Origin	Native Hawaiian/ Other Pacific Islander	W/Hisp Origin	Ame, Ind/Al. Native-White	W/Hisp Origin	Asian & White	W/Hisp Origin	Black/Afr. Am & White	W/Hisp Origin	Am. Ind/Al. Nat & Black/Afr.Am.	W/Hisp Origin	Other Multi-Racial	W/Hisp Origin	Asian/Pacific Islander	W/Hisp Origin	Hispanic (exclusive of other races)	Total by Race
Literacy Council – IDIS #946	5	7	14	27								1												1	50
Tyler Andrews Center - Transportation – IDIS #928, 902	0	1		1																					2
Tyler Andrews Center – Tenant Based Rental Assistance – IDIS #884	2	2																							2
Tyler AIDS Services – IDIS # 947 ReClaim Program	5	4		7																					11
Owner Minor Repair/ADA Program - IDIS #932, 951	34	1	5	49																					55
First-Time Homebuyers Program- #952, 896, 933	4			5																					5

Changes in Program Objectives

No changes in priority needs or objectives were made during the reporting period. The City's focus continued to remain on revitalizing low-income neighborhoods and assisting low-income residents through a variety of eligible activities. Remaining balances were transferred to active projects as activities were completed.

The Section 8 Housing Choice Voucher Program continued to assist evacuees who were current voucher holders, homeless, and those who were on public housing in areas. These families have officially received vouchers and are regular HCV participants of the City of Tyler Housing Program.

Geographic Distribution

All activities, unless otherwise stated, were made available to eligible participants on a city-wide basis. However, the City of Tyler does annually designate a low-income area within the city as a "Revitalization Area". A large portion of the federal funds is designated for affordable housing and public facility improvements in these "targeted" low-income neighborhoods. The identified Revitalization Areas for the past few years that have received federal funding include:

- For program year 2001-2002 and 2002-2003, the Revitalization Area was located in Census Tract 2.02 and was called the **Universal/United Area**. The area is bordered by West Mims Street on the north; North Englewood Avenue on the west; West Queen Street on the south; and North Grand Avenue on the east.
- For program year 2003-2004, the Revitalization Area was located in Census Tracts 2.01 and 3 and was called the **Tri-7 Area**. This area is an upside-down T-shaped area bordered mostly by North Broadway Avenue on the west and Pabst Avenue on the east. It stretches from East Bow Street north to the City Limits.
- For program year 2004-2005, the Revitalization Area was called **Duckenfield**. It consisted of Census Tract 7, Block Group 1 and is 77.78% low-income population according to 2000 Census data. The boundaries for the area included Bellwood on the north, Noonday on the east, Mockingbird/Academy on the south, and Second on the west.
- For program year 2005-2006, the Revitalization Area was called **Hunters Glen** and is located in Census Tract 4, Block Group 1. This area is bounded on the north by Queen Street, then south on Ross for 2 blocks, and east on Bow for 3 blocks, and south again on Palace Avenue. The southern boundary is Erwin Street for 6 blocks, then north on Glenwood for 6 blocks to reconnect with Queen Street.
- For program year 2006-2007 and 2007-2008, the Revitalization Area was called **Proyecto Rosalinda** and is bounded on the north by Social to Beverly, south on Beverly to Oakwood, east on Oakwood to Commerce, east on Commerce to Clayton, south on Clayton to Erwin, west on Erwin to Clayton, south on Clayton to Front Street, west on Front Street to Beckham, north on Beckham to Social.

- For program year 2008-2009 the Revitalization Area was called **Herndon Hills** – bounded on the north by Front Street to Lyons, south on Lyons to Pine Burr Road, west on Pine Burr Road to Southgate Ave., north on Southgate Ave. to Front Street. The area contains a mixture of residential, parks, and open areas. The 2000 Census data indicates that the total population for Census Tract 1, Block Group 4 is 1339.
- For program year 2009-2010 the Revitalization Area was called **St. Louis Seven** – begin west on Walton Road, south on Jersey Street, east on Roosevelt Street, south on Seaton Street, west three lots east of Towne Park Drive, south seven lots north of Towne Park Drive, west on McCormick Lane, three lots southeast of McCormick Lane, northeast on S.E. Palmer Hwy. (155) to Walton Road. The area contains a mixture of residential and open area. The 2000 Census data indicates that the total population for Census Tract 7, Block Group 3 is 1299. This low mod area has concentration of Hispanic and African American population.
- For program year 2010-2011 the Revitalization Area was called **East End** – begin north on East Lawrence to East Dawson, south on East Dawson to South Palmer Avenue, east on South Palmer to South Palmer to South Baxter Avenue; west on South Baxter Avenue to East Lawrence as shown on the map below. The 2000 Census data indicates that the total population for Census Tract 9, Block Group 2 is 1,573. This low mod area has a concentration of White, Hispanic and African American.
- The approved Fiscal Year 2011-2012 Target Area was “Sherwood North” – begin East on Van Highway to Gentry Parkway to Parkdale to Woodlawn to Evergreen to Forest Avenue to Pineburr to Southgate to Erwin to Parkdale to Oakwood to Richardson to North Crest to Caldwell to Parkdale to Garden Valley to Ardmore Avenue to Van Highway. The area is primarily residential. The 2000 Census data indicates that the total population for Census Tract 1, Block Group 2 is 725 (73.2% low/mod) and Block Group 4 is 1339 (57% low/mod). This low mod area has a concentration of White, Hispanic and African American.
- The approved Fiscal Year 2012-2013 Target Area is “**Palace Court**” – begin north on Palace Ave. to Vance; east on Vance to Border Ave.; south on Border Ave to Gentry Parkway; west on Gentry Parkway to Palace Ave. The Census data indicates that the total population for Census Tract 2.02, Block Group 1 is 1,116 (77.7% low/mod). This low mod area has a concentration of White, Hispanic and African American. The area is primarily residential. Other eligible projects and activities will be available on a city-wide basis unless they are required by HUD regulations to be limited to specific identified low-income areas. Other eligible projects and activities will be available on a city-wide basis unless they are required by HUD regulations to be limited to specific identified low-income areas.

IV. ACTIONS TO ADDRESS OTHER PRIORITY NEEDS

Meeting Underserved Needs

Historically, the main obstacle in most communities to meeting underserved needs is the lack of funding. This is evidenced by long waiting lists for affordable housing and other public services provided throughout the community by other organizations. There is currently a 5-6 year waiting list for the City’s **Housing Choice Voucher Program**. There is also a continued lack of funding for other programs throughout the community that provide services to low-income families and individuals and other special need populations. Though funding levels continue to decrease, programs have been revised

and funding transferred if necessary to ensure that the programs assisting households and neighborhoods with basic needs have continued.

The City continued to make available a significant portion of the federal grants to programs and activities that directly benefited low-income residents with affordable housing and health and human services needs. The City provided non-profit organizations and private housing developers with technical assistance and assistance with requests for data to research additional funding opportunities. The city also provided funding for programs designed to assist families to achieve self-sufficiency, and thereby break the generation welfare cycle. These efforts were geared toward providing parent education, homebuyer education, mentoring, tutoring, emergency shelter, day-care services for low-income families, leadership development in low-income neighborhoods, and demolition projects to assist in revitalization efforts.

Additionally, the lack of a coordinated community effort to reduce gaps in services and duplication of effort amongst service providers hinders the ability to provide effective and efficient services that meet the identified needs of low income and special need populations. To address this issue, the city continued to evaluate and rank requests from organizations seeking public service funding. A mandatory workshop was held for non-profit organizations interested in seeking federal funds, with the city providing technical assistance and information regarding the eligible uses of the funds and the mandatory compliance and monitoring requirements. City staff was also available to consult with individual agencies as requested. A **citizen's review committee** was again utilized to assist city staff and officials in evaluating the requests for funding in regards to the organization's capacity and ability to provide the service, the need and proposed use of the federal funds, the targeted population and numbers to be served, and the addressing of identified priority needs contained in the Consolidated Plan.

The lack of decent and affordable housing continues to be a need in Tyler. In response, the City budgets a large percentage of its annual federal entitlements to activities that encourage the housing development and re-development efforts of local non-profit organizations, such as **Habitat for Humanity** and **Tyler Community Homes** and **LIHTC** projects.

Emergency shelter was provided to victims of domestic violence and homeless individuals and families through the facility operated by the **East Texas Crisis Center**. The facility provided additional space for housing residents, in addition to allowing for expanded services for in-house counseling, recreational activities for the youth housed at the facility, and enhanced work training areas providing modern office equipment for improving work skills.

Tyler's Summer Lunch Program which provided 158,000 hot and nutritious meals to children during 2012-2013 was operated by the East Texas Regional Food Bank

Parents Anonymous provided intensive classroom education to individuals regarding parent education and parenting skills. These classes provide disadvantaged youth and their parents with opportunities to increase communication skills and improve family relationships.

The **Alzheimer's Alliance** provided supportive services to assist victims of Alzheimer's and their families. Their efforts resulted in the increased ability for the participating families to continue to remain in their homes without the need for the more costly institutional care. Services were provided to individuals and their families.

The **Literacy Council of Tyler** provided ESL/GED classes to low income individuals. Educational services were provided to individuals in an effort to increase their ability to better communicate and improve their ability secure employment and other opportunities.

The **East Texas Food Bank** supplied food to thousands of low-income individuals through the efforts of numerous food pantries and other non-profit organizations throughout the City, as well as employment and job training being provided by the **East Texas Workforce Development Center**.

Utilizing other financial resources, more than 80 area non-profit organizations continued to provide public services, including counseling, services for the elderly, adult education, food and clothing, health care, affordable housing, services for youth, and other general services.

Foster and Maintain Affordable Housing

The City maintains a strong commitment to preserving and maintaining the existing supply of affordable housing, as well as increasing the availability of affordable housing opportunities through facilitating and funding new construction efforts. HOME funds specifically target housing activities for low-income persons and families with assistance being provided for homebuyers, homeowners, rental development, and new construction activities. CDBG funds are also made available to provide direct assistance with homebuyer and rehabilitation activities, and also to fund infrastructure and public facilities that allow for the new development of infill housing.

On March 23, 2011 the City Council adopted an ordinance amending Tyler City Code 7 to codify established guidelines for creating a Neighborhood Empowerment Zone for the public purpose of increasing the public health, safety, and welfare of the citizens, and created a Neighborhood Empowerment Zone for the Forest Meadows Subdivision and adopted the proposed boundaries, guidelines, and incentives of the NEZ pilot program.

City staff continued to meet with TCH-CHDO Board President, PATH Executive Director, and TCH-CHDO Board to finalize project details. TCH-CHDO Board has adopted program guidelines and policies related to the development of rental housing in accordance with HOME Program guidelines. A contract was developed and used to secure the development relationship between TCH-CHDO and PATH. The HOME rental development projects and contracts between TCH-CHDO and the City have been amended and executed by both parties resulting in the new construction of 5 affordable rental unit which will be completed in PY 2013-14.

The continued affordability of housing units assisted through the City's programs is ensured through the use of liens with designated occupancy and affordability requirements. The City also continues to develop its relationship with non-profit housing and service providers and local lending institutions to improve the quality and quantity of its affordable housing stock. The City participates in HUD's **Section 8 Housing Choice Voucher Program** and currently manages 938 allocated vouchers for rental assistance. The City's Section 8 Program inspectors ensure that the subsidized housing units continue to meet Housing Quality Standards through initial, annual, and special inspections.

A one-day snapshot of the program indicates a total of 938 Households, with 86% black; Alaska Native 51; and 13% white. There were approximately 163 households on the waiting list, with a waiting period of approximately seven years. The program continued to average between 20 and 40 new applicants

requesting rental assistance each month. Due to the limited number of vouchers and the large number of applicants on the waiting list, and decreased funding the City's waiting list has remained temporarily closed.

The **Section 8 Housing Choice Voucher Program** continues to offer assistance through the use of Section 8 Housing Vouchers for **mortgage payments**. The City was successful in completing the new construction of 2 single-family units for sale to participating Voucher holders utilizing Section 8 Reserve funds. The use of these funds will continue as they are recycled for Section 8 housing activities.

Homebuyer education and counseling is provided to Voucher holders and other low-income families in order to facilitate homeownership opportunities for low-income and minority households. Ten (10) voucher holders and ten (10) non-voucher holders received homebuyer education and/or counseling.

Tyler has an active **demolition** program that initially includes encouraging property owners to maintain their vacant residential properties or make renovations to bring the structures into housing code compliance. Although some of the projects ultimately end in demolition, some structures are renovated with private funding and made available for lease or sale.

Additionally, Tyler has a very successfully **voluntary demolition** program. This program is designed to assist property owners with the removal/demolition of substandard and boarded up houses in an effort to revitalize the City's older neighborhoods. Since this is a voluntary program, there is **no charge** to the property owner for the demolition of the structure. Fourteen (14) substandard properties were demolished through this program during FY 2012-13.

The City provided funds to:

- **Tyler Aids Services** for providing independent living skills training and education for individuals with AIDS diagnosis
- **Literacy Council** for providing GED, ESL, and educational classes for illiterate adults
- **Homebuyer Education-Credit Counseling Program** provide credit counseling and homebuyer education assistance to potential first-time homebuyers

Habitat for Humanity is active in fund-raising efforts and receives its funds from a variety of sources – grants, corporations, churches, and individuals. They were successful in broadening their existing volunteer opportunities, increased their volunteer solicitation efforts, and continued to execute marketing efforts designed to reach out to isolated neighborhoods and populations. Since the inception of the program in 1991, more than 94 houses have been built and sold to low-income homebuyers. During PY 2012, 3 homes have been completed; 74 homes have been renovated

For activities budgeted in program year 2012-2013, a total of **\$313,337.14** in **HOME funds**, including program income, was expended for housing and related activities (includes project planning and development activities related to housing assistance, demolition, acquisition, rehabilitation, new construction, and down-payment assistance). These funds were leveraged by additional local, state, and other non-federal resources from non-profit organizations, private funding, volunteer hours, and mortgage lending proceeds.

Habitat for Humanity received **Federal Home Loan Bank** funds to increase their resources for the development/renovation of affordable housing for homebuyers.

Grantee Name: Program Year: 2012	Expected Annual Number of Units To Be Completed	Actual Annual Number of Units Completed	Resources used during the period			
			CDBG	HOME	ESG	HOPWA
BENEFICIARY GOALS (Sec. 215 Only)						
Homeless households	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-homeless households	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special needs households	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Sec. 215 Beneficiaries*	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RENTAL GOALS (Sec. 215 Only)						
Acquisition of existing units	0	0	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units	7	0	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	17	2	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Rental	24	2	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HOME OWNER GOALS (Sec. 215 Only)						
Acquisition of existing units	0	0	<input type="checkbox"/>	<input type="checkbox"/>		
Production of new units	1	2	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rehabilitation of existing units	10	55	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Homebuyer Assistance	9	5	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Owner	20	62	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
COMBINED RENTAL AND OWNER GOALS (Sec. 215 Only)						
Acquisition of existing units	0	0	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units	8	2	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units	10	55	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	17	2	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Homebuyer Assistance	9	5	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Combined Total Sec. 215 Goals*	44	64	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
OVERALL HOUSING GOALS (Sec. 215 + Other Affordable Housing)						
Annual Rental Housing Goal	24	2	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Annual Owner Housing Goal	20	62	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Overall Housing Goal	44	64	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Table 3B

Actions to Affirmatively Further Fair Housing Choice

The City completed an Analysis of Impediments in 2001, and again as part of the 2010-2015 Consolidated Plan process. This analysis included a review of barriers to fair housing and the development of affordable housing and included a list of actions to address these barriers. The City of Tyler plays an active leadership role in efforts to increase housing choices for all residents. The City was an identified PHA site in the East Texas Desegregation Lawsuit of Young vs. Martinez fair housing court case, and as such, was able to provide additional affordable housing opportunities for certain identified class members. Due to a continued lack of funding sufficient to meet the community need, the waiting period to receive Section 8 assistance is approximately 5-6 years.

The City completed participation in a pilot project with the **East Texas Fair Housing Services Center**, and received authority from HUD to utilize turn-over housing vouchers to assist the DHO (Desegregated Housing Opportunities) class members. The City continued to provide additional assistance to DHO voucher holders in their efforts to locate suitable housing in non-impacted areas. The City also continued with the management of voucher holders from outside of the Tyler area in accordance with the lawsuit requirements.

One identified and challenging impediment to locating suitable housing outside of impacted areas is the cost of housing. The average cost for new and existing single-family housing has continued to rise dramatically and is typically too expensive for low-income families to lease or purchase without some type of initial or reoccurring subsidy. To address this obstacle, the City continues to support a wide variety of activities, such as providing **down payment assistance** and implementing a **new construction program** targeted specifically for low-income homebuyers.

In 1997, the City of Tyler adopted a **Fair Housing Ordinance**, which prohibits discrimination in the sale or rental of housing, and discrimination in the provision of brokerage services. The ordinance also outlines the City's procedures regarding complaints, investigations, discrimination in the sale or rental housing, brokerage, hearings, legal proceedings, and unlawful intimidation. City staff conducts an annual review of this ordinance to ensure that compliance with current federal equal opportunity requirements. The Neighborhood Services Department will provide assistance to anyone desiring to complete a complaint regarding fair housing issues.

East Texas Crisis Center continued to provide a Homeless Prevention Caseworker and Family Advocate to assist shelter residents in locating affordable and suitable housing. Local non-profit organizations, such as the **Salvation Army**, **Catherine Booth Garden Apartments** and **William Booth Garden Apartments** continued to actively advertise and market their Section 202 units in various publications, including "La Opinion", "Wheelers and Walkers", "Options Plus", and "Senior News" in order to reach isolated and minority portions of the community. Staff also maintained contact with local housing authorities and made brochures accessible for the general public in order to increase its affirmative marketing efforts.

Habitat for Humanity provided **Fair Housing** information to low-income individuals participating in its orientation sessions. Orientation sessions were provided in English and Spanish and were made available for hearing impaired when requested. Other efforts included circulating Fair Housing flyers in targeted neighborhoods and sending flyers home with school children. Special efforts were made to recruit minority representatives to serve on the board.

Information regarding the affordable housing programs provided by **Habitat for Humanity** is offered in **8 different languages** on Habitat's web-site.

The City continues to actively make the community aware of fair housing issues and rights and the availability of affordable housing programs through public hearings, flyers, media coverage, and public presentations. The City of Tyler Neighborhood Services and non-profit organizations provide **Fair Housing information** and related HUD brochures to all first-time homebuyers counseled in conjunction with the CDBG and HOME-funded homebuyers programs. Other activities included:

- Fair Housing information was made available during the city's celebration of National CDBG Week
- Advertising Fair Housing issues on Cable Channel 3, Public Access Channel.
- Providing information on Fair Housing issues and rights at all Neighborhood Services public hearings
- Outreaching to housing providers and consumers
- Providing Fair Housing counseling and referrals upon request
- Fair Housing statement included on the Housing Assistance application
- Funding to local agencies providing education and leadership development in low-income neighborhoods
- Bilingual persons made available as needed for public meetings
- Advertisements for some services made in both Spanish and English
- Assisting with landlord/tenant disputes and assist tenants in the complaint process
- Providing technical assistance and information to developers interested in developing accessible housing
- Establishing **Disability Issues Review Board** that meets on as-needed basis to discuss accessibility and other issues.

Remove Barriers to Affordable Housing

No significant institutional barriers to affordable housing have been noted for the City of Tyler. Development of affordable housing was not impacted by the State and/or local public policies, as embodied in statutes, ordinances, regulations, or administrative procedures and processes which effect the development, maintenance, or improving of residential properties. There are no known excessive, exclusionary, discriminatory or duplicatory policies, rules, or regulations that will constitute barriers to affordability, including the jurisdiction's tax policies affecting land and other property, land use controls, zoning ordinances, building codes, code enforcement, fees and charges, growth limits, and policies that affect the return on residential (including supportive housing) investment as generally within the local market conditions. Predevelopment, building permits and inspection expenses are not excessive in terms of typical housing construction and renovation costs across the state. The City continued to apply flexibility in zoning requirements when appropriate to allow for in-fill housing development.

Staff also identified incentives that can be provided to enhance the availability and development of affordable housing throughout the City, namely down-payment funds that make it easier to market and sell affordable units.

Habitat for Humanity continued to provide orientation sessions at various times and days in order to encourage attendance and to allow as many people as possible accessibility to their programs. Efforts to recruit bilingual volunteers were increased. Bilingual volunteers completed translating Habitat's guidelines into Spanish and were available to assist with the completion of applications. Additionally,

Habitat revised its construction policies to allow for no-step entrances and 3-0 entrance doors, 40” wide hallways, 3-0 bathroom doors, and a turning radius compliant with ADA standards.

The City’s Solid Waste Department **waived dumpster fees** for affordable housing activities sponsored by **Habitat for Humanity**. The City’s Development Services Department also waived **building inspection fees**.

A Neighborhood Empowerment Zone (NEZ) adopted in FY 2010 the City of Tyler will provide the following incentives to the Developer for the Forest Meadows Development: waive or rebate zoning fees, waive or rebate platting fees, waive building permit fees, waive testing fees, waive tap fees, provide direct access to Neighborhood Services First Time Homebuyers program (first come/first serve basis-pending approved application), provide an infrastructure incentive in the amount of \$2000 per unit (single-family attached) or \$1000 per unit (R-1D- single family detached) up to the maximum of 50 units. This is to be paid at the time the certificate of occupancy is issued for each unit, or when permanent utility service is activated, and waive escrow for North Broadway Extension.

Strengthen Institutional Structure and Intergovernmental Cooperation

The City continued to re-design/modify its existing affordable housing programs to more adequately meet the housing needs in the community, increase efficiency and effectiveness, and ensure compliance with applicable federal regulations and local building/housing codes; The City completed its public participation and data gathering process for the **2012 Annual Plan**; City staff worked to provide **technical assistance** to all recipients of CDBG and HOME funds to achieve the planned results; Chapter 10 of the Tyler City Code have undergone a comprehensive review and rewrite; Other City departments, such as the **Street and Engineering Departments**, helped coordinate the infrastructure projects of the annual revitalization areas; City staff also completed presentations with information on the CDBG and HOME programs to educate and inform the City Council, media, and the public regarding community needs and eligible uses of the funds; **As part of the City Manager’s Eight-Point Plan, the City has continued an intense, customized effort to address code violations and service needs at the neighborhood level. This effort, coordinated by the City’s Neighborhood Services Department and entitled Neighborhood Empowerment Works (NEW) has two programs per year (Spring & Fall)**; The City of Tyler proposed and has implemented a coordinated program, **Housing Infill Program (HIP)** whereby the City will be the lead entity among Smith County through its Tax Assessor-Collector, Tyler Independent School District, and Tyler Junior College, that is designed to identify and utilize tax foreclosed properties to address affordable housing and neighborhood revitalization; The City continued to administer the homebuyer program, demolition and clearance projects, and housing and **neighborhood revitalization efforts**. Additionally, the City provided operating funds to local non-profit organizations that provided a wide variety of **public service programs** to low-income, elderly, and special needs populations. Funds were also made available for youth educational and recreational activities; Organizations reported increased ability to make appropriate referrals for services through the use of the **United Way’s 211 Information and Referral** system; The City continued to work closely with **HUD CPD staff** to develop effective programming, in addition to other **local agencies and organizations**, such as Texas College, Tyler Economic Development Foundation, Tyler ISD, Smith County, and numerous non-profit organizations; The City participated with numerous local non-profit organizations in the **Smith County Coalition for the Homeless** and continued with efforts to increase coordinated services for the homeless and reduce duplication of effort; May 11, 2011, the Tyler City Council appointed a Mayor’s Veterans Roundtable with the Mayor Pro Tem to serve as the Council liaison. The intent of the Roundtable is to develop and implement a Community Blueprint for supporting and enhancing Veterans services in the community as well as positively impacting the local economy.

Evaluate and Reduce Lead Hazards

2012-2013 Proposed Actions:

- Provide public information and education on lead-based paint
- Integrate lead hazard evaluation and reduction activities into housing activities when applicable
- Monitor regular reports from the Smith County Health Department and Texas Department of Health to monitor the level of reported lead poisoning issues
- Encourage local construction contractors to become certified as lead paint inspectors, removers, and abaters
- Develop technical capacity within the City to manage lead-paint impacted projects

2012-2013 Accomplishments:

- All participants in the City's federally assisted housing programs are advised of potential lead-based paint hazards and receive the HUD brochure, "Lead-Based Paint, A Threat to Your Children". This material describes the hazards associated with lead paint, particularly for small children.
- The City contracted for lead paint inspection services through a certified lead inspector for rehabilitation projects funded with federal funds. These services will include initial, intermediate, and final inspections on all projects identified as having lead paint surfaces and/or lead paint hazards.
- Interim controls, safe work practices, and/or abatement procedures are outlined in the scope of work for residential rehabilitation projects on a project-by-project basis if warranted. Safe-work practices are also provided in the work write-ups to notify contractors regarding the acceptable methods for lead paint hazard control and abatement.
- The City was able to obtain current information regarding the incidence of lead paint poisoning and the numbers of residential units that could be expected to contain lead paint hazards during the development of the 2010-2015 Consolidated Plan and 2010 Annual Plan. As a result of the updated information that was obtained and the revision of the program guidelines, the City has contracted with a local firm to provide lead risk assessments, detailed scopes of work, and project monitoring to address lead paint hazards for rehabilitation projects.
- Staff (Rehabilitation Specialists) maintained Lead Based Paint Renovator certification.
- The City will continue to closely monitor the reported incidence of lead poisoning through the North East Texas Public Health District.
- Contractors on the City's Approved Contractors List were required to obtain certification as Lead Based Paint Renovators.
- Staff received training concerning the HUD and EPA requirements for lead paint hazards in federally funded rehabilitation projects.

Improve Public Housing and Public Housing Resident Initiatives

The City of Tyler has no public housing. The City administers the Housing Choice Voucher Program and provides vouchers for 938 low-income families each month. Several apartment complexes participate in the Housing Choice Voucher - Rental Assistance Program and provide rental assistance for tenants residing in their units.

Anti-Poverty Strategy

2012-2013 Proposed Actions:

- Continue to provide and expand affordable housing programs to reduce the economic impact of rent and homeownership burdens on low-income households.
- Continue to support local non-profit organizations that provide educational courses in homebuyer and homeowner responsibilities, home maintenance, budgeting, nutrition, parenting, affordable rental units, and other health and human services.
- Continue to support public service activities that enhance the quality of life of low-income residents.
- Continue to support public service activities that allow youth to meet their maximum potential and ultimately leave the poverty environment.
- Continue to provide and expand the Housing Choice Voucher Homeownership Program and apply each year for the Family Self Sufficiency Program funding which is designed to provide supportive and educational services leading to a decreased dependence on subsidy programs.
- Continue to provide economic development incentives utilizing local funds to encourage the retention and creation of employment opportunities available to low income residents.
- Continue to include and enforce requirements of Section 3 in applicable contracts utilizing federal funds.
- Encourage and initiate efforts to promote collaboration and reduce duplication of effort amongst the region's entities and public service providers.
- Actively participate with other local initiative designed to provide supportive services and environments to assist homeless and special need populations.

2012-2013 Accomplishments:

- The City provided supportive services and educational opportunities for Section 8 Voucher Holders desiring to purchase affordable housing.
- The City's Housing Choice Voucher Assistance Program continued to promote self-sufficiency to help renters through counseling and referral to supportive services become less dependent on subsidies. The City successfully applied for and received funding to implement the Family Self Sufficiency Program which is designed to provide supportive and educational services leading to a decreased dependence on subsidy programs. The City will continue to promote affordable housing and assist those persons who have excessive cost burdens for housing.
- The City provided homebuyer education courses to households through City sponsored training and partnership with Tyler Junior College. Additional information and counseling was also provided through telephone contacts.
- The City of Tyler has historically budgeted funds for public services as allowable each year by HUD. These funds are used for a wide variety of public services that assist low income persons in achieving their full potential. CDBG-funded programs this past year included the **Literacy Council of Tyler** provided classes to teach reading and English as a second language **Tyler AIDS Services** for providing independent living skills training and education for individuals diagnosed with AIDS, and **Homebuyer Education Credit Counseling** for providing credit counseling and homebuyer education assistance to potential first-time homebuyers; HOME-funded programs this past year included the **Andrews Center** for providing monthly rental assistance for severely mentally ill individuals; **Tyler AIDS Services** for providing monthly rental assistance for individuals diagnosed with AIDS
- **East Texas Crisis Center** provided the "Suited for Success Program" to provide work training and skill development to its residents, in addition to comprehensive case management services to assist residents meet their full potential. The goal for the program is to assist residents with

continuing education and job attainment to assist them with becoming self-sufficient. The program goals focus on helping residents with several key areas: Job/Career/Education, Physical, Emotional, Financial, and Family. A measured success is to have residents leave the Center with a stable job, educational prospects, affordable housing, clothes, furniture, food, and household items. This entity was not funded with CDBG funds this year.

- Additionally, the **Salvation Army** continued to provide assistance with job training activities and transportation for the homeless, at-risk of homeless, and the disabled long-term welfare recipients. This entity was not funded with CDBG funds this year.
- The City of Tyler also provides support from its local general fund to assist with economic development activities to attract and retain new businesses and job opportunities that are available to low-income and underserved populations.
- The Neighborhood Empowerment Zone (NEZ) will encompass a new neighborhood in North Tyler and located in a low mod census tract block group. The tract is approximately 7.91 acres and located North of the Lake View Apartment Development under construction on North Broadway Avenue. As an identified Tyler 21 initiative to create 3000 rooftops in the north Tyler area, the NEZ program will focus on the development of an entire neighborhood comprised of at least 20 homes on contiguous lots. It is anticipated that with the increase of affordable housing stock economic development will follow.

Homeless and Other Special Needs Activities (Continuum of Care)

The City participated with numerous local non-profit organizations in the **Smith County Coalition for the Homeless** and continued with efforts to increase coordinated services for the homeless and reduce duplication of effort. A special focus of the Coalition has been on efforts to prevent homelessness by active and appropriate referral services and community education efforts. Other efforts to prevent homelessness includes the continued funding of public services that provide assistance and educational/training opportunities to assist low-income households improve their abilities for self-sufficiency; and providing on-going technical assistance to local service providers to increase their organizational capacity and ability to provide effective services.

Member organizations include East Texas Crisis Center, PATH, Salvation Army, United Way, Tyler AIDS Services, The Andrews Center, Habitat for Humanity, Meals on Wheels, East Texas Food Bank, and others. These organizations continued to provide emergency shelter and transitional housing needs, in addition to actively identifying and seeking other resources.

During the development process of the 2010-2015 Consolidated Plan, these organizations actively assisted with the coalition for the homeless to address shelter and health and human service needs of the City's homeless population. This process included the identification of homeless needs, homeless providers, and gaps in services, and resulted in the formulation of goals and objectives to be implemented and accomplished during the next 5-year period.

The Coalition continued to make progress in implementing the goals and strategies contained in the Continuum of Care, including the development of by-laws, informal agreements, the solicitation of additional partners, and networking/information-sharing amongst agencies.

Local non-profit organizations that provide services to the homeless were also successful in maintaining their resources through active fund-raising, grant-writing, and seeking donations from trusts and foundations.

May 11, 2011, the Tyler City Council appointed a Mayor’s Veterans Roundtable with the Mayor Pro Tem to serve as the Council liaison. The intent of the Roundtable is to develop and implement a Community Blueprint for supporting and enhancing Veterans services in the community as well as positively impacting the local economy. The focus of the Roundtable will be on employment, education, housing, medical care and mental health. The goal is to provide a forum to learn and share best practices and to bring key stakeholders together to collaborate in assisting those who have served our country.

**Table 1A
Homeless and Special Needs Populations**

Continuum of Care: Housing Gap Analysis Chart

		Current Inventory	Under Development	Unmet Need/ Gap
Individuals				
Example	Emergency Shelter	100	40	26
Beds	Emergency Shelter	104	0	
	Transitional Housing	167	0	
	Permanent Supportive Housing	24	0	
	Total	295	0	
Persons in Families With Children				
Beds	Emergency Shelter	17	0	
	Transitional Housing	2	0	
	Permanent Supportive Housing	1	0	
	Total	20	0	

Continuum of Care: Homeless Population and Subpopulations Chart

Part 1: Homeless Population	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Number of Families with Children (Family Households):	17	2	4	23
1. Number of Persons in Families with Children	8	1	2	11
2. Number of Single Individuals and Persons in Households without children	70	8	15	93
(Add Lines Numbered 1 & 2 Total Persons)	78	9	17	104
Part 2: Homeless Subpopulations	Sheltered		Unsheltered	Total
a. Chronically Homeless	22			
b. Seriously Mentally Ill	71			
c. Chronic Substance Abuse	47			
d. Veterans	39			
e. Persons with HIV/AIDS	2			
f. Victims of Domestic Violence	44			
g. Unaccompanied Youth (Under 18)	0			

More detailed beneficiary information regarding these activities is provided in Sections III and Section V.

Program and Project Monitoring

The City developed a more comprehensive process for informing funded subrecipients of the federal program compliance requirements, including the use of a file checklist, briefing certifications, mandatory workshop training for staff involved in program administration and program delivery, and mandatory board training on CDBG/HOME requirements. Each subrecipient was provided with copies of the City's local policy for funding, federal regulations, OMB circulars, and sample forms and file documents to appropriately determine eligibility.

The City completed a review and revision of the Owner Rehabilitation Program, including the review of Administrative Guidelines, a comprehensive project file checklist, and file documentation to ensure compliance.

Staff received training concerning the HUD and EPA requirements for lead paint hazards in federally funded rehabilitation projects in order to ensure lead hazard abatement procedures will be followed in the City's affordable housing programs. Rehabilitation Project Specialists were certified as Lead Based Paint Renovators.

City staff monitored all subrecipients and agencies that received CDBG and HOME funding to ensure compliance with city, state, and federal regulations, policies, and contracts. Monitoring focused on the following areas:

1) Financial – Staff reviewed requests for expenditures to ensure that all funded requests were for authorized activities on approved projects. Activity agreements, expense documentation, and beneficiary reports must be provided for funds to be expended. As part of the contract agreement, each subrecipient must submit either an independent audit or financial reviews to ensure fiscal accountability. Annually, the City is also subject to a single audit conducted by an independent accounting firm.

2) Environmental – All projects and individual activities requiring environmental reviews per HUD regulations are reviewed for clearance prior to funding approval. The review is completed by City staff, with the assistance of other City departments and outside consultations as needed. Remediation of impacts is implemented where required. Projects or activities unable to meet environmental requirements are not completed, or alternative acceptable solutions are sought.

3) Programmatic – Measurable results or accomplishments are expected on all funded projects, and are evaluated through the monitoring process. Progress toward project goals is reviewed on a monthly or quarterly basis. The City's reimbursement of funds for project expenditures is directly correlated with reporting of accomplishments.

4) Subrecipient Monitoring - All agencies (not just public services agencies) who are recipients of City of Tyler CDBG and CHDO funds must enter into a contract with the City of Tyler which defines very specifically the following: the funding amount, the services to be provided, the time frame in which the services will be provided, recipient compliance responsibilities, recipient reimbursement procedures, and recipient reporting responsibilities. Each recipient of CDBG funds must submit a monthly performance report, containing beneficiary information, such as the number, race, and income level of persons assisted. Each subrecipient was monitored this program year, with all receiving a desk review and at least one site visit, in addition to the monthly/quarterly review of requests for reimbursement and beneficiary data.

5) Labor Standards – Compliance with labor standards on eligible construction sites are monitored by city staff through on-site interviews and desk reviews of bid documents, payrolls, and reports.

Review of Other Entities' Compliance with Consolidated Plan Strategies

City staff worked and coordinated with other entities regarding their compliance and consistency with the City's Consolidated Plan strategies. City staff provided information and technical assistance as needed to other entities developing projects and activities consistent with the community's identified priority needs.

The City provided assistance to **Tyler Community Homes** regarding their HOME funded housing projects in their efforts to develop affordable housing activities designed to meet identified priorities in the City's Consolidated Plan.

The City provided requested **certifications of consistency** for HUD programs in a fair and impartial manner. The City did not hinder Consolidated Plan implementation by action or willful inaction. The City responded to and supported queries from developers proposing to utilize Low Income Housing Tax Credits and completed reviews of each application.

Leveraging of Non-Federal Resources and Available Matching Resources

The City of Tyler made available local general funds in additional support to the identified priority needs. The City continues to support the economic development activities of the **Tyler Economic Development Council** and affordable housing efforts. The City's capital improvement funds were utilized in low-income areas to support the federally funded efforts in targeted revitalization areas of the City.

The **Section 8 Housing Choice Voucher Program** continues to offer assistance through the use of Section 8 Housing Vouchers for mortgage payments and Family Self Sufficiency Program.

The City's affordable housing programs and services were further supplemented from the infusion of funds from **non-profit organizations**, such as Tyler Community Homes, Habitat for Humanity, and PATH. Private funding was also made available through the use of local lending institutions providing credit counseling, homebuyer education services and mortgage lending.

The City approved and provided the use of **City-donated services**, including technical, accounting, and legal services in support of the affordable housing and community revitalization programs and projects.

In regards to the Neighborhood Empowerment Zone (NEZ) adopted in FY 2010 the City of Tyler provided the following incentives to the Developer for the Forest Meadows Development: waive or rebate zoning fees, waive or rebate platting fees, waive building permit fees, waive testing fees, waive tap fees, provide direct access to Neighborhood Services First Time Homebuyers program (first come/first serve basis-pending approved application), provide an infrastructure incentive in the amount of \$2000 per unit (single-family attached) or \$1000 per unit (R-1D- single family detached) up to the maximum of 50 units. This is to be paid at the time the certificate of occupancy is issued for each unit, or when permanent utility service is activated, and waive escrow for North Broadway Extension.

Some local lending institutions committed to providing affordable and flexible financing opportunities for low-income homebuyers in conjunction with the City's homebuyer activities.

Private funds from local homeowners were also available to assist in renovation efforts and also to remove substandard structures.

Relocation Activities and Program Income/CHDO Proceeds

The City of Tyler is certifying that no person or household was permanently displaced as a result of any CDBG or HOME funded activity during this reporting period.

HOME Program income in the amount of \$207,530.04 was generated from the sale of three houses that were built with HOME funds and sold through the City's 1st Time Homebuyers Program. There was no CHDO proceeds generated from the use of HOME funding.

V. Assessment of Performance and Program Evaluation

While initiation and completion of some of the planned projects and activities was accomplished, others were delayed for various administrative reasons (reduced staff, untrained new staff, and other issues as described in the accomplishments below). Significant progress was made in designing, processing, and gaining approval for a number of projects. These projects and others are now underway and are anticipated to be completed in the next fiscal year (2013-2014).

The tables provided in Section III of this report are correlated to the goals and proposed accomplishments contained in the 5-year plan.

Administrative Accomplishments:

- Efforts have been strongly focused on ensuring future compliance with federal requirements through the development and implementation of various policies and procedures for financial reporting, eligibility, selection of projects and activities to receive funding, recordkeeping, and project development and monitoring.
- Significant accomplishments have occurred in the revision and/or completion of comprehensive program guidelines and documents for the following:
 - General Administrative Guidelines
 - Owner-Occupied Housing Rehabilitation Program Guidelines
 - Urgent Rehabilitation Program Guidelines
 - Handicap Accessibility Program Guidelines
 - Business Façade Improvement Program Guidelines
 - Housing In-fill Program Guidelines
 - Construction Specifications Manual for Rehabilitation
 - Construction Specifications Manual for New Construction
 - Project File documentation for public service activities to ensure compliance with federal requirements
 - Project File documentation for affordable housing projects to ensure compliance with federal requirements
 - Application for Approved Contractors for construction and demolition activities
 - Lien and deed restriction documents to ensure compliance with affordability requirements
 - Contract documents to ensure comprehensive enforcement of program policies
 - Templates to ensure comprehensive scopes of work are developed for housing rehabilitation activities
- Significant accomplishments have occurred in the initiation of the review and re-development of comprehensive program guidelines and documents for the following:
 - Demolition/Clearance Program
 - Code Enforcement

- Developed comprehensive full construction plans and blueprints for a variety of single-family dwellings designed to meet the affordable housing needs of families
- Developed and implemented a homebuyers education program in conjunction with the City's Housing Choice Voucher Homeownership Program to provide newly constructed housing to be made available to Housing Choice Voucher tenants
- Developed and entered into contracts for the provision of affordable housing and public service activities to be provided by various non-profit organizations
- Accomplished the funding of several non-profit organizations that provided services to low-income or limited clientele individuals
- The contracts between TCH-CHDO and the City have been amended and executed by both parties
- Actively provided supplemental training to funded non-profit organizations in order to increase their capacity and ability to meet compliance requirements.
- Initiated and completed public-service funding process to include an application workshop, evaluation of applications by a citizen's review committee and city staff, and a comprehensive recommendation for funding to City Council
- Provided on-going reports regarding the progress of the CDBG and HOME Programs to the Tyler City Council and administrative staff
- Reviewed and revised accounting procedures to meet federal and local requirements
- Conducted public hearings to gain citizen input and to provide additional information regarding the availability of CDBG and HOME Program funds
- Participated in needs assessments, public hearings, discussions in conjunction with other entities to determine the housing and social service needs of low-income families
- Appointed a Mayor's Veterans Roundtable to develop and implement a Community Blueprint for supporting and enhancing Veterans services in the community as well as positively impacting the local economy

Project Accomplishments:

- Completed CDBG Minor Urgent Repairs and Removal of Architectural Barriers for 55 low-income homeowners
- Two (2) low-income and mentally challenged adult received Tenant Based Rental Assistance (TBRA) from the Andrews Center
- 50 illiterate adults received literacy training and education from Tyler Literacy Council
- 11 families with household member with AIDS diagnosis received independent living skills training and education from Tyler AIDS Services
- Completed application review and processing for applicants for owner-occupied rehabilitation program
- Continued development of on-site and off-site infrastructure projects for future affordable housing developments
- Sherwood North Target Area Street Improvement project was completed in PY 2012.
- Homebuyer education and counseling provided to more than 50 low-income households provided by Habitat for Humanity
- Individualized counseling sessions were provided as requested for potential homebuyers
- Completed construction of 2 City New construction house.
- Construction underway on 2 City New construction houses to be completed in PY 2013
- Provided downpayment/closing costs to 5 first-time homebuyer
- Provided CHDO Set-Aside funds to Tyler Community Homes for new construction of 5 affordable rental housing

- Provided funds for Code Enforcement activities in low/mod census tracts areas resulting in the identification/tagging of 127 unoccupied substandard single family structures
- Provided funds for demolition of 23 substandard, dilapidated structures.

With regards to non-housing issues, the City was fortunate to benefit from the combined efforts of numerous non-profit organizations that provided direct services to families for basic human needs. These organizations were able to assist thousands of low-income individuals with other funding sources. The City was also able to accomplish its goals of providing supportive assistance and facilitating collaborative efforts amongst local providers.

The activities and strategies addressed in the City's Action Plan have made positive impacts on low-income participants and the efforts to revitalize declining neighborhoods. New construction and rehabilitation efforts initiated by the City, Habitat for Humanity, North Chase Development, and Tyler Community Homes in older neighborhoods have sparked private investment in areas of the City that have not experienced new development activities in several years. Public facility improvements have increased neighborhood appearance and accessibility, in addition to increasing the quality of life for low-income residents. Public services have been provided with a focus on activities for youth and special need populations.

The City is currently meeting its expected annual performance measures for Code Enforcement, Demolition, Public Services, and Public Facilities. While the City is not able to directly or fully fund all of the homeless programs, local non-profit organizations have been able to continue their services through other state, local, and federal funds. It can correctly be assumed that the proposed service levels for the Homeless population as contained in the 2010-2015 Consolidated Plan have been achieved through the combined efforts of the City and local service providers, although complete documentation of this is not available since the City did not directly provide funding to all of these organizations. The City has been able to expand its ability to provide technical assistance and support for these organizations, in addition to being a participant in the Veteran's Round Table for the Homeless. It is anticipated that the 2010-2015 Consolidated Plan process has resulted in more realistic and achievable goals and objectives for future years based on a comprehensive and current data-base of community needs.

The City was able to meet its timely expenditure requirements for both the CDBG and HOME Programs.

Self Evaluation

The City has assessed the effectiveness of its performance in the achievement of its overall five-year strategies, objectives, and priorities, and has concluded that while the City is currently meeting its expected annual performance measures in some areas, the need still exists for the city to improve its performance in others. Though funding levels continue to decrease, programs have been revised and funding transferred if necessary to ensure that the programs assisting households and neighborhoods with basic needs have continued. The City of Tyler and the non-profit organizations serving residents continue to bring additional non-Federal resources to support these activities.

During the 2012-13 program year, the CDBG and HOME programs were managed by a smaller staff than in previous years. This was due to funding reductions. The Homebuyer Assistance Program continued to assist low and moderate income persons who wished to purchase a home. Due to the economy, only five (5) families were assisted with downpayment/ closing costs this program year.

It is evident from the number and range of public service activities supported by the City of Tyler that this is a very important focus of Federal and local support. These public services activities have been successful in meeting needs identified in the Tyler community. The City of Tyler continues to support health care services, services for the elderly, services to at risk children, services for children who are victims of abuse, shelter services for women who are victims of domestic violence, persons affected by AIDS, and adult illiteracy, housing, transportation and living skills for mentally ill residents.

Staff is working more closely with Engineering, Parks and Recreation, and Development Services in an attempt to speed up the public facility improvement process. The goal will be to complete public improvement projects within the grant year for which the funds have been requested. All projects currently underway will be completed in PY 2013.

Due to significant progress made in initiating construction projects this year, review and update of program guidelines and procedures, it is anticipated that the next program year will result in full implementation of the City's housing rehabilitation, reconstruction, new construction, rental housing, TBRA, and homeownership programs. Progress was made in the implementation of new regulations i.e. lead-based paint regulations, and enforcement of City mandated payment and performance bonds. HOME funded housing projects were developed and contracted in PY 2010 and are scheduled for completion in PY 2013. This effort should ensure that the City will be able to achieve substantial progress in meeting its affordable housing goals.

Drawdown of grant funding is completed on a monthly basis. Community Development expenditure records are reconciled with those of the Finance Department prior to any drawdown of funds. As a result of this reconciliation process and the time lapse between actual expenditure of funding and drawdown of Federal funding to cover expenditures, the City of Tyler is compliant with U.S. Treasury and U.S. Department of Housing and Urban Development drawdown requirements.

Programs and activities developed to meet community needs are recognized as an important measure of support for a very diverse population. During the coming three years, due to the uncertainty of Federal funding Community Development and Housing staff will need to expand efforts to find additional sources of funding to support its programs.

Housing, social services, neighborhood revitalization and public facility improvements will continue to be important focus areas for Tyler Community Development. Strong collaborative efforts among the local services and housing organizations continue to expand opportunities for low-income individuals and households in an effort to help them reach self-sufficiency.

All other assessment information is provided in the tables and summary forms above and in the IDIS reports provided.

VI. CDBG REPORTS

Please see the following attached CDBG Program reports:

- Table 3B – Annual Affordable Housing Completion Goals
- Table 3C – Consolidated Plan Listing of Projects
- C04PR01 – HUD Grants and Program Income
- C04PR26 – CDBG Financial Summary for PY 2012
- C04PR03 – CDBG Activity Summary Report (GPR) for PY 2012
- C04PR06 – Summary of Consolidated Plan Projects for Report Year 2012
- C04PR23 – Program Year 2012 Summary of Accomplishments
- C04PR10 – CDBG Housing Activities
- C04PR56 – Current CDBG Timeliness Report



HOME PROGRAM

2012-2013 ANNUAL PERFORMANCE REPORT

SUMMARY OF ACTIVITIES

Name of Grantee: City of Tyler
Grant Number: M-12-MC-48-0218
Period Covered: October 1, 2012 through September 30, 2013

This document serves as the City of Tyler's 2012-2013 HOME Investment Partnership (HOME) Program Annual Performance Report. This report is submitted in response to the performance requirements described in the Consolidated Plan regulations at 24 CFR 91.520.

The purpose of this report is to:

- Provide the community and the U. S. Department of Housing and Urban Development (HUD) with a summary of HOME Program resources available and program accomplishments;
- Update citizens and HUD on actions during the past year to address needs as described in the 2010-2015 Consolidated Plan; and
- Report progress made in Program Year 2012 to address other priority needs and objectives.

The information and data contained in this report is gathered from program and project files, the City's detailed budget expenditures, and information contained in HUD's IDIS and LOCCS system. The information contained in this report is submitted as being accurate and correct to the best of our knowledge and abilities. All information regarding the HOME Program is maintained by the City of Tyler's Neighborhood Services Department located at 900 W. Gentry Parkway, Tyler, Texas.

Available Resources

During the 2012-2013 fiscal year (October 1, 2012 – September 30, 2013), the City of Tyler received \$313,627 in HOME funds, and \$207,530.04 in HOME Program Income to support affordable housing activities. No funds were planned or used for investment or refinancing. The City of Tyler continued with its plan to utilize the option of Recapture for any HOME project loans that defaulted within the affordability period. The recapture provision reduces the HOME investment amount on a prorated basis during any remaining affordability period.

Other Resources: The HOME Program requires a 25% match for every dollar of federal funds spent on a project. However, the City of Tyler was allocated a 50% reduction in the HOME match requirements. For the HOME Program, Tyler is required to match only 12.5% for every dollar of

federal funds spent on a project. The match amount is determined by multiplying 12.5% (50% of the HOME required 25%) by annual HOME expenditures, excluding administrative costs.

The City documented match expenses through locally-funded engineering and construction services for curb and gutter projects and other public facility projects completed in low-income neighborhoods receiving HOME and CDBG funds for rehabilitation and new construction. The City also provided locally funded administrative support for community development activities through the Accounting, Legal, City Management, Engineering, Development Services, Planning & Zoning, and Environmental Departments and Divisions of the City.

Distribution of Funds

All activities, unless otherwise stated, were made available to eligible participants on a city-wide basis. However, as mentioned earlier, a low-income area of the City is designated by City Council each year to receive a large portion of the federal dollars. This targeted area is known as the Revitalization Area.

All HOME funds for Owner-Occupied Rehabilitation and CDBG funds for Owner-Occupied Rehabilitation activities are targeted for the Revitalization Area each year. Minor Urgent Rehabilitation and Handicap Accessibility are available city-wide to eligible low-income homeowners.

The identified Revitalization Areas for the past few years that have received federal funding include:

- For program year 2001-2002 and 2002-2003, the Revitalization Area was located in Census Tract 2.02 and was called the **Universal/United Area**. The area is bordered by West Mims Street on the north; North Englewood Avenue on the west; West Queen Street on the south; and North Grand Avenue on the east.
- For program year 2003-2004, the Revitalization Area was located in Census Tracts 2.01 and 3 and was called the **Tri-7 Area**. This area is an upside-down T-shaped area bordered mostly by North Broadway Avenue on the west and Pabst Avenue on the east. It stretches from East Bow Street north to the City Limits.
- The 2004-2005 Revitalization Area was called **Duckenfield**. It consisted of Census Tract 7, Block Group 1 and is 77.78% low-income population according to 2000 Census data. The boundaries for the area included Bellwood on the north, Noonday on the east, Mockingbird/Academy on the south, and Second on the west.
- For program year 2005-2006, the Revitalization Area is called **Hunters Glen** and is located in Census Tract 4, Block Group 1. This area is bounded on the north by Queen Street, then south on Ross for 2 blocks, and east on Bow for 3 blocks, and south again on Palace Avenue. The southern boundary is Erwin Street for 6 blocks, then north on Glenwood for 6 blocks to reconnect with Queen Street.
- For program year 2006-2007 and 2007-2008, the Revitalization Area was called **Proyecto Rosalinda** and is bounded on the north by Social to Beverly, south Beverly to Oakwood, east on Oakwood to Commerce, east on Commerce to Clayton, south on Clayton to Erwin, west on Erwin to Clayton, south on Clayton to Front Street, west on Front Street to Beckham, north on Beckham to Social.

- For program year 2008-2009 the Revitalization Area was called **Herndon Hills** – bounded on the north by Front Street to Lyons, south on Lyons to Pine Burr Road, west on Pine Burr Road to Southgate Ave., north on Southgate Ave. to Front Street. The area contains a mixture of residential, parks, and open areas. The 2000 Census data indicates that the total population for Census Tract 1, Block Group 4 is 1339.
- For program year 2009-2010 the Revitalization Area was called **St. Louis Seven** – begin west on Walton Road, south on Jersey Street, east on Roosevelt Street, south on Seaton Street, west three lots east of Towne Park Drive, south seven lots north of Towne Park Drive, west on McCormick Lane, three lots southeast of McCormick Lane, northeast on S.E. Palmer Hwy. (155) to Walton Road. The area contains a mixture of residential and open area. The 2000 Census data indicates that the total population for Census Tract 7, Block Group 3 is 1299. This low mod area has concentration of Hispanic and African American population.
- For program year 2010-2011 the Revitalization Area was called **East End** – begin north on East Lawrence to East Dawson, south on East Dawson to South Palmer Avenue, east on South Palmer to South Palmer to South Baxter Avenue; west on South Baxter Avenue to East Lawrence as shown on the map below. The 2000 Census data indicates that the total population for Census Tract 9, Block Group 2 is 1,573. This low mod area has a concentration of White, Hispanic and African American.
- The approved Fiscal Year 2011-2012 Target Area is “**Sherwood North**” – begin East on Van Highway to Gentry Parkway to Parkdale to Woodlawn to Evergreen to Forest Avenue to Pineburr to Southgate to Erwin to Parkdale to Oakwood to Richardson to North Crest to Caldwell to Parkdale to Garden Valley to Ardmore Avenue to Van Highway. The area is primarily residential. The 2000 Census data indicates that the total population for Census Tract 1, Block Group 2 is 725 (73.2% low/mod) and Block Group 4 is 1339 (57% low/mod). This low mod area has a concentration of White, Hispanic and African American. Other eligible projects and activities will be available on a city-wide basis unless they are required by HUD regulations to be limited to specific identified low-income areas.
- The approved Fiscal Year 2012-2013 Target Area is “**Palace Court**” – begin north on Palace Ave. to Vance; east on Vance to Border Ave.; south on Border Ave to Gentry Parkway; west on Gentry Parkway to Palace Ave. The Census data indicates that the total population for Census Tract 2.02, Block Group 1 is 1,116 (77.7% low/mod). This low mod area has a concentration of White, Hispanic and African American. The area is primarily residential. Other eligible projects and activities will be available on a city-wide basis unless they are required by HUD regulations to be limited to specific identified low-income areas. Other eligible projects and activities will be available on a city-wide basis unless they are required by HUD regulations to be limited to specific identified low-income areas.

All HOME-funded project and activity-specific information on available resources, expenditures, and project beneficiaries is contained in the tables found in Section III of this CAPER report.

The City of Tyler does not receive HOPWA funding.

The City of Tyler does not receive ESG funding.

Development of Affordable Rental Housing

The City provided prior year HOME funds to **Tyler Community Homes** to assist in the planning of new construction of affordable rental housing to be made available to low-income tenants. Property owners were encouraged through active code enforcement efforts to bring substandard rental properties up to city codes.

Affirmative Marketing Actions and Outreach Efforts

One identified and challenging impediment to locating suitable housing outside of impacted areas is the cost of housing. The average cost for new and existing single-family housing has continued to rise dramatically and is typically too expensive for low-income families to lease or purchase without some type of initial or reoccurring subsidy. To address this obstacle, the City continues to support a wide variety of activities, such as providing **downpayment assistance** and implementing a **new construction program** targeted specifically for low-income homebuyers.

In 1997, the City of Tyler adopted a **Fair Housing Ordinance**, which prohibits discrimination in the sale or rental of housing, and discrimination in the provision of brokerage services. The ordinance also outlines the City's procedures regarding complaints, investigations, discrimination in the sale or rental housing, brokerage, hearings, legal proceedings, and unlawful intimidation. City staff conducts an annual review of this ordinance to ensure that compliance with current federal equal opportunity requirements. The Neighborhood Services Department will provide assistance to anyone desiring to complete a complaint regarding fair housing issues.

Habitat for Humanity provided **Fair Housing** information to over 200 low-income individuals participating in its orientation sessions. Orientation sessions were provided in English and Spanish and were made available for hearing impaired when requested. Other efforts included circulating Fair Housing flyers in targeted neighborhoods and sending flyers home with school children. Special efforts were made to recruit minority representatives to serve on the board.

Information regarding the affordable housing programs provided by **Habitat for Humanity** is offered in **8 different languages** on Habitat's web-site.

The City continues to actively make the community aware of fair housing issues and rights and the availability of affordable housing programs through public hearings, flyers, media coverage, and public presentations. The City of Tyler Neighborhood Services and non-profit organizations provide **Fair Housing information** and related HUD brochures to all first-time homebuyers counseled in conjunction with the CDBG and HOME-funded homebuyers programs. Other activities included:

- Fair Housing information was made available during the city's celebration of National CDBG Week and Fair Housing Month
- Advertising Fair Housing issues on Cable Channel 3, Public Access Channel.
- Providing information on Fair Housing issues and rights at all Neighborhood Services public hearings
- Outreaching to housing providers and consumers
- Providing Fair Housing counseling and referrals upon request

- Fair Housing statement included on the Housing Assistance application
- Funding to local agencies providing education and leadership development in low-income neighborhoods
- Bilingual persons made available as needed for public meetings
- Advertisements for some services made in both Spanish and English
- Assisting with landlord/tenant disputes and assist tenants in the complaint process
- Providing technical assistance and information to developers interested in developing accessible housing
- Establishing **Disability Issues Review Board** that meets on as-needed basis to discuss accessibility and other issues
- Tyler non-profit agencies refer households to the Neighborhood Services Department when housing repairs are needed
- Rehabilitation applicants are given an option to allow a yard sign that advertises the home improvement program to be placed in their yard during rehab or reconstruction

Staff also identified incentives that can be provided to enhance the availability and development of affordable housing throughout the City, namely down-payment funds that make it easier to market and sell affordable units.

The City of Tyler made available local general funds in additional support to the identified priority needs. The City continues to support the economic development activities of the **Tyler Economic Development Council** and affordable housing efforts. The City's capital improvement funds were utilized in low-income areas to support the federally funded efforts in targeted revitalization areas of the City.

The **Section 8 Housing Choice Voucher Program** continues to offer assistance through the use of Section 8 Housing Vouchers for mortgage payments and Family Self Sufficiency Program.

The City's affordable housing programs and services were further supplemented from the infusion of funds from **non-profit organizations**, such as Tyler Community Homes, Habitat for Humanity, and PATH. Private funding was also made available through the use of local lending institutions providing credit counseling, homebuyer education services and mortgage lending.

The City approved and provided the use of **City-donated services**, including technical, accounting, and legal services in support of the affordable housing and community revitalization programs and projects.

In regards to the Neighborhood Empowerment Zone (NEZ) adopted in FY 2010 the City of Tyler provided the following incentives to the Developer for the Forest Meadows Development: waive or rebate zoning fees, waive or rebate platting fees, waive building permit fees, waive testing fees, waive tap fees, provide direct access to Neighborhood Services First Time Homebuyers program (first come/first serve basis-pending approved application), provide an infrastructure incentive in the amount of \$2000 per unit (single-family attached) or \$1000 per unit (R-1D- single family detached) up to the maximum of 50 units. This is to be paid at the time the certificate of occupancy is issued for each unit, or when permanent utility service is activated, and waive escrow for North Broadway Extension.

Some local lending institutions committed to providing affordable and flexible financing opportunities for low-income homebuyers in conjunction with the City's homebuyer activities.

Private funds from local homeowners were also available to assist in renovation efforts and also to remove substandard structures.

Habitat for Humanity continued to provide orientation sessions at various times and days in order to encourage attendance and to allow as many people as possible accessibility to their programs. Efforts to recruit bilingual volunteers were increased. Bilingual volunteers completed translating Habitat's guidelines into Spanish and were available to assist with the completion of applications. Additionally, Habitat revised its construction policies to allow for no-step entrances and 3-0 entrance doors, 40" wide hallways, 3-0 bathroom doors, and a turning radius compliant with ADA standards.

The City's Solid Waste Department **waived dumpster fees** for affordable housing activities sponsored by **Habitat for Humanity** and **Tyler Community Homes**.

Minority Outreach

The city continues to actively solicit minority and women-owned contractors to make them aware of the opportunities available through affordable housing programs via public hearings, flyers, media coverage, and public presentations. The City of Tyler Neighborhood Services Department has been successful in its efforts to recruit Minority and WMBE. Several Minority and WMBE have applied and been approved for inclusion in the City's approved contractor list and have successfully bid and completed prior year CDBG and HOME funded housing projects. Other activities include:

- Information regarding CDBG and HOME funded housing programs made available during the City's celebration of National CDBG Week and Fair Housing Month
- Attending training to receive Lead Based Paint Renovation Certification
- Advertising CDBG and HOME funded housing programs on Cable Chanel 3 Public Access Channel
- Public Notices posted through media outlets inviting Minority and WMBE to bid on CDBG and HOME funded housing projects
- Providing Minority and WMBE service referrals upon request
- Providing HUB statement included on CDBG and HOME funded program applications and website
- Bilingual persons made available as needed for pre-construction conferences
- Advertisements for some services in Spanish and English
- Assisting HUB's with client disputes
- Providing technical assistance and information to developers interested in information i.e. requirements needed for inclusion on the Neighborhood Services Department approved contractors list.

Self Evaluation

The City has assessed the effectiveness of its performance in the achievement of its overall five-year strategies, objectives, and priorities, and has concluded that while the City is currently meeting its expected annual performance measures in some areas, the need still exists for the city to improve its performance in others. Though funding levels continue to decrease, programs have been revised and funding transferred if necessary to ensure that the programs assisting households and neighborhoods with basic needs have continued. The City of Tyler and the non-profit organizations serving residents continue to bring additional non-Federal resources to support these activities.

During the 2012-13 program year, the CDBG and HOME programs were managed by a smaller staff than in previous years. This was due to funding reductions. The Homebuyer Assistance Program

continued to assist low and moderate income persons who wished to purchase a home. Due to the economy, only five (5) families were assisted with downpayment/ closing costs this program year.

It is evident from the number and range of public service activities supported by the City of Tyler that this is a very important focus of Federal and local support. These public services activities have been successful in meeting needs identified in the Tyler community. The City of Tyler continues to support health care services, services for the elderly, services to at risk children, services for children who are victims of abuse, shelter services for women who are victims of domestic violence, persons affected by AIDS, and adult illiteracy, housing, transportation and living skills for mentally ill residents.

Staff is working more closely with Engineering, Parks and Recreation, and Development Services in an attempt to speed up the public facility improvement process. The goal will be to complete public improvement projects within the grant year for which the funds have been requested. All projects currently underway will be completed in PY 2013.

Due to significant progress made in initiating construction projects this year, review and update of program guidelines and procedures, it is anticipated that the next program year will result in full implementation of the City's housing rehabilitation, reconstruction, new construction, rental housing, TBRA, and homeownership programs. Progress was made in the implementation of new regulations i.e. lead-based paint regulations, and enforcement of City mandated payment and performance bonds. HOME funded housing projects were developed and contracted in PY 2010 and are scheduled for completion in PY 2013. This effort should ensure that the City will be able to achieve substantial progress in meeting its affordable housing goals.

Drawdown of grant funding is completed on a monthly basis. Community Development expenditure records are reconciled with those of the Finance Department prior to any drawdown of funds. As a result of this reconciliation process and the time lapse between actual expenditure of funding and drawdown of Federal funding to cover expenditures, the City of Tyler is compliant with U.S. Treasury and U.S. Department of Housing and Urban Development drawdown requirements.

Programs and activities developed to meet community needs are recognized as an important measure of support for a very diverse population. During the coming three years, due to the uncertainty of Federal funding Community Development and Housing staff will need to expand efforts to find additional sources of funding to support its programs. Housing, social services, neighborhood revitalization and public facility improvements will continue to be important focus areas for Tyler Community Development. Strong collaborative efforts among the local services and housing organizations continue to expand opportunities for low-income individuals and households in an effort to help them reach self-sufficiency.

VIII. Citizen Participation and Comments for the CAPER and HOME APR

Public Participation

The City published a public notice beginning December 4, 2013, providing citizens a 15-day period ending on December 19, 2013, to offer comment on the information and data contained in the CAPER and HOME APR documents.

Citizen Comments

No public comments were received during the comment period.

Any comments received after the comment period will be immediately reviewed and then forwarded to HUD to be attached as an Addendum to this report.

IX. MAP

2012-2013 Revitalization Area "Palace Court"

X. HOME IDIS REPORTS

Please see the following attached HOME Program reports:

HOME Performance Report (HUD-40107)
HOME Match Report (HUD-40107-A)