



Fifth Program Year CAPER

The City of Clearwater, Florida FY 2009-10 CPMP Fifth Consolidated Annual Performance and Evaluation Report includes Narrative Responses to CAPER questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

The grantee must submit an updated Financial Summary Report (PR26).

1. EXECUTIVE SUMMARY

The overall purpose of the community planning and development programs as stated in Section 91 of the Housing and Community Development Act, as amended, with programs funded through the Community Development Block Grant Program and the HOME Investment Partnership Program is to develop viable urban communities by providing decent housing, a suitable living environment and expanding economic opportunities principally for low to moderate-income persons. The primary means toward this end is to extend and strengthen partnerships among all levels of government and the private sector, including for profit and non-profit organizations, in the production and operation of affordable housing.

The main purpose of these programs is to provide decent housing. Decent housing includes assisting homeless individuals and families, retaining the existing housing stock by rehabilitating existing housing units and increasing the availability of permanent affordable housing by building new affordable rental and owner-occupied units and providing down payment assistance. The second purpose includes increasing public services and public facilities to improve the safety and livability of neighborhoods as a suitable living environment. The third purpose is to expand economic opportunities to low to moderate-income individuals by creating or retaining jobs or creating and/or expanding businesses in low to moderate-income neighborhoods.

The Consolidated Annual Performance and Evaluation Report (CAPER) is the principal administrative report to document how effective the City has been in expending CDBG and HOME funds to meet the objectives listed above. It serves as the basis for program monitoring for compliance and for financial audits. It provides HUD with necessary information for the Department to meet its requirement to assess each grantee's ability to carry out relevant Community Planning Development (CPD) programs in compliance with all applicable rules and regulations. It provides information necessary for HUD's Annual Report to the U. S. Congress and provides grantees an opportunity to describe to citizens their successes in revitalization of deteriorated neighborhoods and meeting objectives stipulated in our Consolidated Plan.

The City's FY 2009-10 CAPER contains information on the City's assessment of activities as they relate to the five-year goals and objectives, affirmatively furthering fair housing, affordable housing, continuum of care, leveraging resources, citizen participation, and self-evaluation.

2. ASSESSMENT OF THE ONE YEAR GOALS AND OBJECTIVES

In August 2005, the City of Clearwater approved the FY 2005-10 Consolidated Plan for funding from the Community Development Block Grant Program (CDBG), HOME Investment Partnership Program (HOME), and State Housing Initiatives Partnership Program (SHIP). In September 2005, the City's Consolidated Plan was approved by the United States Department of Housing and Urban Development (HUD). The Five-Year Consolidated Plan includes two key activities; provide decent, safe, and affordable housing and increase public services and facilities to improve the safety of the neighborhoods.

The City's mission is to assist residents in achieving self-sufficiency through decent housing, a suitable living environment and the expansion of economic opportunities. The goals for community development include promoting community self investment in low/moderate-income areas, providing facilities/services to address critical social services needs, providing facilities/services for seniors, children and persons with special needs, and expanding economic opportunities.

The goals for housing and the homeless include revitalizing older housing and demolishing unsafe structures, producing high-quality affordable housing, providing housing assistance, and providing services/housing for the homeless.

The City of Clearwater focuses on three basic areas for assisting in the provision of decent, safe and affordable housing. The focus consists of:

1. Homeowner rehabilitation - which include emergency repairs and disabled retrofitting
2. Down payment and closing cost assistance for homebuyers
3. Acquisition/rehabilitation/new construction

To preserve the existing housing stock, the five-year goal is to rehabilitate 100 units owned by low-income households. The City will preserve the housing stock by funding the acquisition and rehabilitation of 50 existing units for new low-income owner households over the five-year period.

To encourage new homebuyers, the five-year goal is to provide direct down payment/closing cost assistance to 100 low and moderate-income homebuyers. The City has proposed to construct 20 new affordable, for sale, infill housing units to support the City's ongoing revitalization/redevelopment efforts.

To encourage participation in the City's homebuyer's activities, the five-year goal is to provide credit counseling and homeownership training assistance to 100 prospective low-income homebuyers.

During FY 2009-10 funding year, the City implemented its Housing Pool primarily with SHIP and HOME monies and used the funds for down payment and closing cost assistance, lot acquisition, rehabilitation and new construction. For larger developments, a non-profit and/or for-profit organization may be allocated funds in a line of credit format. This allows for the development of small infill projects, as well as the acquisition of several single existing units for rehabilitation and resale.

Clearwater's Economic Development and Housing Department - Housing Division oversees the activities of its subrecipient participants and administers the City's

rehabilitation and emergency repair program using CDBG, HOME and SHIP funds.

The Housing Pool participants submit a client case for approval for down payment and/or closing cost assistance. Once approved, the City encumbers those funds. Upon home closing, the Housing Pool participant will request reimbursement of the funds they expended and their loan processing fee(s). The loan processing fee(s) are not funded until we review the client file and have determined that all necessary documentation has been obtained to verify household income and assets and to substantiate any rehabilitation that may have been done on the home that was purchased. The Housing Pool continues to be one of the most effective ways for our housing partners to access funding for income-eligible clients.

The City has identified five general strategies to provide affordable housing over the Consolidated Plan period. They are to provide decent, adequate and affordable housing in safe and desirable environments for: a) renters, b) homeowners, c) homebuyers, d) homeless and e) non-homeless with special needs.

a. Rental Strategy

The strategy for rental activities includes maintaining the existing rental housing stock through rehabilitation, new construction, conversion, and providing additional funding for acquisition/rehabilitation to very-low income households to ensure that housing costs, including utilities, does not exceed 30% of their gross monthly income.

The priorities listed in the current five-year strategy calls for providing decent, adequate and affordable housing in a safe and desirable community for renters. To fulfill this strategy, the City facilitated meetings with developers and discussed potential funding for renovations of existing rental properties and/or new construction projects. Four projects were funded this year:

1) Covert Apartments

On June 8, 2009, Boley Centers, Inc., a private non-profit psychosocial rehabilitation and housing agency established in 1970, presented an application of funding for construction costs to rehabilitate a thirteen-unit apartment complex (Covert Apartments). Boley Centers has developed and operates 15 apartment complexes that provide 150 units of permanent, supportive housing for people with severe and persistent mental illness in Pinellas County.

The total cost to renovate the Covert Apartments is \$620,950 with the requested amount from the City being \$128,198. Other funding for this project includes \$117,752 from the Veterans Administration and \$375,000 from Boley Centers, Inc. Two additional HUD 811 projects are currently under development.

Covert Apartments is located at 1447 and 1451 Gulf to Bay Boulevard in the East Gateway Neighborhood Revitalization Strategy Area. This is a commercial sector that is burdened with a declining business base, deteriorated infrastructure, various building uses and vacant storefronts. The proposed rehabilitation of the Covert Apartments will be consistent with the goals and objectives of the City's Consolidated Plan because it will improve the appearance of the site and address homelessness in the area.

The apartment complex is comprised of eight two-bedroom units, four one-bedroom units and one efficiency apartment. Currently, two two-bedroom and three one-bedroom apartments are occupied by permanent tenants. All of the existing tenants' incomes are at or below 50% of area median income. The proposed renovation will not result in any permanent relocation for the tenants. However, they may have to move within the complex while their units are being renovated.

The scope of the renovation includes a new roof on the north building, replacement of windows, countertops and kitchen appliances, carpeting, interior and exterior painting, and making one two-bedroom unit accessible for persons with physical disabilities.

The proposed rents for the units will be \$750 for the two-bedroom units and \$500 for the one-bedroom units. However, the tenants will only pay 30% of their adjusted income for rent and which is projected at approximately \$202 after utility allowances.

The architect for the renovation is Wedding and Stephenson Architects, Inc. and the proposed contractor is General Home Development, Inc. The project was presented and approved by the Neighborhood and Housing Advisory Board in July 2009. The project is proposed to begin construction in August 2010 and be completed by early 2011.

2) Pine Berry Apartments

Pine Berry Senior Apartments, located at 1225 Highland Avenue, made an application for funding to develop apartments for seniors. The amount requested is a \$345,000, three percent 30-year loan. The new apartment complex will provide 80 affordable multi-family units for the elderly. The project will comprise of 40 one-bedroom/one-bathroom units and 40 two-bedroom/one-bathroom units. The one-bedroom units are 625 square feet and the two-bedroom units are 780 square feet. The rents will be set at 60% of the area median income or lower, based on the requirements of the City. The project site is approximately 3.02 acres and is located on a former bowling alley site.

The purchase price of the Pine Berry property is \$1,800,000. The estimated cost for the project is \$13,651,797. Funding for Pine Berry includes \$545,000 from the City with \$200,000 in funds utilized from the State Housing Initiative Partnership Program and \$345,000 in funds utilized from HOME, \$10,190,165 is funded through the Federal Low-Income Housing Tax Credit Program, \$966,288 is funded from a permanent loan secured by the general partner, \$152,906 is funded from the Florida Housing Finance Agency, and \$1,280,445 is funded from a deferred Developer's Fee.

The Development will be equipped with an amenity package that includes emergency call service in each unit, a community center, a picnic area, a computer lab, laundry facilities with full size washers and dryers, and a library.

RLI Beneficial Development 7, LLC is the Developer of the apartments. RLI will engage a management company once the project is completed.

The Partnership submitted a LIHTC Application to the Florida Housing Finance Agency on April 10, 2008. The Partnership obtained their tax credits and architectural drawings in July 2008. The project is scheduled to be completed by 2011.

3) HEP Veterans Housing

On May 3, 2010, the Homeless Emergency Project (HEP) submitted an application to the City in the amount of \$100,000 to acquire vacant real property located at 1250 Palmetto Street. The property was previously owned by the Pinellas County School Board.

HEP is a 501(c) (3) non-profit organization that was founded in 1986 to meet the needs of a growing number of homeless individuals and families. HEP provides emergency shelter, transitional housing, and family rental units for the homeless population. In addition to housing, the agency provides food, intensive case management, clinical services, free dental care, child care and other supportive services to the homeless.

The vacant land will be used to develop transitional housing for homeless veterans and individuals. The sale price was undetermined at the time of the application; however, a February 10, 2010 appraisal listed the value of the land at \$558,000. The subject property is 2.9 acres.

On August 3, 2010, HEP submitted an amended application for the acquisition and construction costs in the amount of \$365,000, the sales price the owner had agreed to sell the property for and an application in the amount of \$302,000 for a portion of the development costs for the construction of six two-bedroom apartments for homeless female veterans with or without children and a ten-unit male veterans group home. This project will create 30 beds specifically for females and females with children and 20 beds for male veterans.

The total development cost for the project is \$2,303,930. The sources and uses of funding includes \$115,000 from HEP for architectural, engineering and inspection fees, \$302,000 from the City for acquisition and construction costs, and \$1,886,930 from the US Department of Veterans Administration. The project was presented and approved by the Neighborhood and Housing Advisory Board on July 14, 2010. If approved, the design phase will begin in October 2010 and is proposed to be completed by October 2011.

4) Abilities of Morningside I

On September 24, 2010, Abilities of Morningside I submitted an application for funding in the amount of \$216,000 to renovate rental housing units located at 2500 Harn Blvd., Units B-2, E-3, F-11, F-14, J-2 and J-8. Abilities at Morningside I is an affiliate of Abilities Inc. of Florida. Funding for this project includes \$162,000 from the HOME Investment Partnership Program and \$54,000 from the Pinellas County Housing Trust Program.

This project will preserve the existing housing stock for low to moderate-income individuals and families with disabilities. The property renovations will include the replacement of windows, HVAC systems, cabinets, doors, flooring, appliances, water heaters, insulation and paint. Household incomes will be limited to 50% of area median income. The existing tenants will remain in the units.

5) Abilities of Morningside II

On October 8, 2009, Abilities Inc. of Florida submitted an application to the City in the amount of \$86,000 to acquire real property and make renovations to rental housing units located at 2500 Harn Blvd., Units A-8, D-4 and E-12 and 2501 Harn Blvd., Units J-6, J-7, D-9, D-10 and H-24. The total project costs were estimated at \$1,283,000.

On September 2, 2010, the application for this project was amended to \$200,000. The loan was approved by the City as a zero percent, 30-year loan with a five year deferment. The funding for the project includes \$150,000 from the HOME Investment Partnership Program and a \$50,000 match from the Pinellas County Housing Trust Fund Program. The remaining project costs, \$1,083,600 estimated, will be provided by HUD through a Section 811 loan.

Abilities Inc. of Florida is a not-for-profit corporation organized in 1959 principally for the purpose of providing vocational evaluation, case management, job training, and employment services for persons with disabilities. The parent corporation includes several affiliate not-for-profit corporations including Abilities at Morningside II, which is the latest expansion of the housing programs sponsored by Abilities Inc. of Florida.

The Abilities at Morningside II Project will provide residential units that are scattered throughout the existing condominium complex. The units will be fully wheelchair accessible on the first floor and retrofitted for sensory disabilities for units located on the second floor. The tenant portion of the rents will not exceed 30% of the adjusted gross income for the household, with the balance of the monthly rent being provided by HUD through a Project Rental Assistance Contract.

b. Homeowner Strategy

The strategies for homeownership activities are listed as follows:

1. Increase homeownership within the City of Clearwater;
2. Bring housing up to standard (and modernize when possible);
3. Remove architectural barriers;
4. Demolish units that prove economically unfeasible to rehabilitate and provide relocation benefits;
5. Ensure housing costs are in the general range of 30% of household income, and;
6. Promote energy efficiency and prevent loss of homes.

The five-year goal is to renovate a minimum of 100 housing units through the Homeowner Rehabilitation Program, complete 25 emergency repairs through the Emergency Repair Program, and retrofit 25 homes to make them more accessible for physically-challenged individuals through the Disabled Retrofitting Program.

Sixty-seven percent of the housing units in Clearwater are over 20 years of age. To assist homeowners who need rehabilitation, the City offers loans through the Housing Division and through the approved housing non-profits participating in the City's Housing Pool. The loans are available to owner-occupied households with incomes that are very-low to moderate, with a priority on very-low and low-income households.

During FY 2009-10, the City made a total of twenty-one rehabilitation loans with HOME and/or SHIP and Pinellas Housing Trust Fund Program funds. Thirteen SHIP-

only loans were provided to low to moderate-income families with twelve loans being provided for families with income of less than 50% of area median income. One loan was provided to a family with income between 50% and 80% of area median income.

An additional combination of HOME and SHIP loans were provided to six low to moderate-income families. Of those loans, five were provided to families with income less than 50% of area median income. One loan was provided to a family with income between 50-80% of area median income.

HOMEOWNER REHABILITATION PROGRAM FY 09-10

Program	Less than 50% AMI	50-80% AMI	Over 80% AMI	Total Units
Home Program	0	0	0	0
HOME/SHIP Program	5	1	0	6
SHIP Program	12	1	0	13
P. C. Hsg. Trust Fund Prg.	2	0	0	2
Total	19	2	0	21

Note: HOME Program funds require a local match. SHIP Program funds do not require a local match.

Homeowner rehabilitation produced \$164,668 in expenditures from the HOME Program with an additional \$54,889 in SHIP funds expenditures as the HOME Match. The rehabilitation program produced \$415,559 in direct expenditures from the unmatched SHIP Program Funds. The total expenditures from all funds were \$635,116.

c. Homebuyer Strategy

The strategies for homebuyers include housing counseling programs that address pre-ownership issues, credit counseling, budgeting and foreclosure prevention to the very-low, low and moderate-income households. The 2010 Median Income for a family of four (4) in the Tampa/St. Petersburg/Clearwater Area is \$59,400. The low-income threshold is \$47,500 for households at 80% of area median income and \$29,700 for households at 50% of area median income.

Other strategies include easy access to affordable homeownership opportunities by providing larger subsidies to the very-low income credit-ready households and those purchasing homes within the City’s target areas. The homebuyer strategy also provides a means to finance the cost of rehabilitation as part of acquisition, providing additional affordable housing units to very-low and low-income households, upgrade neighborhoods and encourage activities to promote safer neighborhoods.

The City offers several programs that assist in making housing more affordable to very-low to moderate-income homebuyers. The City’s Homeownership Program

lends funds to purchase land, provide down payment assistance, pay impact fees, pay disposition costs, pay closing costs and build new homes for income eligible homebuyers. Funds in this program are also available to approved non-profit agencies financing their clients home ownership needs. Currently these agencies include:

1. Clearwater Neighborhood Housing Services, Inc.
2. Community Service Foundation
3. Habitat for Humanity
4. Largo Area Housing Development Corporation
5. Tampa Bay Community Development Corporation

The funds will be leveraged against private sector financing to provide affordable housing.

The five-year goal for homebuyers calls for assisting 100 homebuyers with down payment and closing cost assistance and providing 100 homebuyers with educational services in regards to purchasing a home.

The City provided an allocation of \$25,000 to Tampa Bay Community Development Corporation (TBCDC) to administer their Home Buyers Club and Homeownership Counseling Program and \$2,500 to Community Services Foundation (CSF) to administer a Partnership to Homeownership Program and Homebuyer Education Program. In addition, the City provided \$2,500 in funding to Clearwater Neighborhood Housing Services (CNHS) to implement a Housing Education/Counseling Program. All of the education and counseling programs were funded through the SHIP Program.

The \$30,000 in funding set-aside for the Home Buyer Counseling Program resulted in a total expenditure of \$20,000. The total was comprised of \$17,710 in expenditures from TBCDC, \$790 from CSF, and \$1,500 from CNHS.

Over 135 individuals/families took part in the education/counseling services during this reporting period. A total of 100 participated in both TBCDC Programs (Homeownership Counseling and Homebuyer Education Programs), ten participated in Community Service Foundation's Partnership to Ownership and Homebuyer Education Programs, and twenty-five participated through Clearwater Neighborhood Housing Services, Inc. Housing Education/Counseling Programs.

Other activities supported by the City includes providing funding for the acquisition of vacant land and building new single family homes, providing funding to purchase existing homes and rehabilitating them and providing down payment and closing cost assistance to purchase new and existing homes.

During this reporting period, the City provided \$486,850 in SHIP/HOME funds to purchase five vacant lots. The purchase of the lots resulted in four new homes. This investment of \$486,850 contributed to private investments of \$401,084 for the four homes. Two homes were purchased by two families with an income of less than 50% of area median income, two homes are vacant and one home is under construction.

In this reporting period, an additional \$16,000 in CHDO HOME funds was expended on an existing single-family housing unit that was acquired last year. The housing unit will be rehabilitated and sold as an affordable housing unit to a low to moderate-

income family in the next reporting period.

The City's Down Payment and Closing Cost Program provided new homebuyer opportunities to twenty-four families. Of the families assisted, two families income was below 50% of area median income, twenty-two families had incomes between 50-80% of area median. The average purchase price of the homes was \$78,148.

HOME BUYER PROGRAM FY 09-10

Program	Less than 50% AMI	50-80% AMI	Over 80% AMI	Total Units
Home Program	0	0	0	0
HOME/SHIP Program	1	2	0	3
SHIP Program	1	20	0	20
Total	2	22	0	24

Note: HOME Program funds require a local match, unless it is a CHDO Project. SHIP Program funds do not require a local match.

A total of \$326,850 in HOME funds and \$65,000 in SHIP funds were provided to make homeownership possible. This public investment of \$391,850 resulted in \$390,000 in private capital being placed in the City's economy.

d. Homeless Strategy

Policy Direction

The Pinellas County Homeless Policy Group (HPG) was formed in the fall 2004. The mission was to develop a countywide, 10-year plan to end homelessness. This plan was a result of an 18-month research and planning process. Included in the planning process were 40 members represented by elected officials, a school board member, a public defender, community and business leaders from a variety of industries, including faith-based organizations, housing authorities, healthcare, law enforcement, businesses, foundations, the homeless coalition, and formerly homeless persons from the general community.

Several factors were at the forefront of our research and planning discussions. The factors included: improving the quality of life for homeless individuals and families, improving the quality of life for those at risk of becoming homeless, eliminating barriers to housing and services, finding ethical and economical solutions, developing unified and comprehensive efforts that demonstrate best practices in housing and service delivery, and being able to demonstrate returns for our forthcoming efforts.

The HPG adopted the plan on January 13, 2006 and the City Council approved the plan on March 16, 2006.

The HPG has transitioned into the Homeless Leadership Network (HLN). HLN monitors and oversees implementation of the plan to ensure accountability and

results consistent with the plan. The make-up of the HLN is very similar to the HPG, but now executive members of the Pinellas County Coalition for the Homeless (PCCH) serve on the group. The PCCH serves as the Operations Network Group and deals with the operating and actual implementation of the 10-Year Plan, while getting direction from the HLN.

In creating this plan and demonstrating our commitment to work together to develop and enact this plan, we hope this will provide motivation for others to get involved and support the effort.

Operational Support

The City provided CDBG funding to three agencies assisting the homeless in FY 2009-2010 – Clearwater Homeless Intervention Project (CHIP), Religious Community Services – Food Pantry/The Haven and Homeless Emergency Project.

The City funded the Clearwater Homeless Intervention Program (CHIP) in the amount of \$30,000 for operational support for a program that provides temporary shelter, food and clothing. The agency assisted 1,612 individuals during this reporting period. The program requires participants to seek and retain employment and receive counseling in order to stay at the shelter. Upon stabilization, clients are moved into transitional housing.

The City provided \$150,000 to the Homeless Emergency Project, Inc. to build an office complex facility that provides homeless services. The project is now completed and the agency provided homeless services to 968 individuals and families. In addition, the City provided \$20,000 to the agency for operational support to implement the homeless programs.

A total of \$45,710 was provided to Religious Community Services – Food Pantry to renovate their facility that provides food for low-income and homeless individuals and families. The agency provided services to 8,739 families during this reporting period.

The chart below illustrates the non-housing homeless allocations and expenditures for FY 2009-10 and prior funds expended in this reporting year. These allocations resulted in many homeless individual/families being provided a place to live and obtain other essential services.

	FY 09/10 Budget	FY 09/10 Expended
CHIP - Operational	\$ 30,000.00	\$ 30,000.00
*HEP - Operational	\$ 20,000.00	\$ 0.00
*HEP - Office Complex	\$ 150,000.00	\$ 150,000.00
RCS - Food Pantry	\$ 45,710.00	\$ 45,710.00
TOTAL	\$245,710.00	\$225,710.00

* Note: Homeless Emergency Project (HEP) has expended their agency's funds and is awaiting reimbursement from the City. Agency requests for reimbursement were submitted late in the fiscal year and as such were not processed in time for fiscal year end.

Homeless Housing Actions

1) Covert Apartments

On June 8, 2009, Boley Centers, Inc., a private non-profit psychosocial rehabilitation and housing agency established in 1970, presented an application of funding for construction costs to rehabilitate a thirteen-unit apartment complex. Boley Centers has developed and operates 15 apartment complexes that provide 150 units of permanent, supportive housing for people with severe and persistent mental illness.

The total cost to renovate the units is \$620,950 with the requested amount from the City being \$128,198. Other funding for this project includes \$117,752 from the Veterans Administration and \$375,000 from Boley Centers, Inc. Two additional HUD 811 projects are under currently under development.

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The apartment complex is comprised of eight two-bedroom units, four one-bedroom units and one efficiency apartment. Currently, two two-bedroom and three one-bedroom apartments are occupied by permanent tenants. All of the existing tenants' incomes are at or below 50% of area median income. The proposed renovation will not result in any permanent relocation for the tenants. However, they may have to move within the complex while their units are being renovated.

The scope of the renovation includes a new roof on the north building, replacement of windows, countertops and kitchen appliances, carpeting, interior and exterior painting, and making one two-bedroom unit accessible for persons with physical disabilities.

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The architect for the renovation is Wedding and Stephenson Architects, Inc. and the proposed contractor is General Home Development, Inc. The project was presented and approved by the Neighborhood and Housing Advisory Board in July 2009. The project began construction in August 2010 and will be completed by early 2011.

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The total development cost for the project is estimated at \$2,303,930. The sources and uses of funding includes \$115,000 from HEP for architectural, engineering and inspection fees, \$302,000 from the City for construction costs, and \$1,886,930 from the US Department of Veterans Administration. The project was presented and approved by the Neighborhood and Housing Advisory Board on July 14, 2010. If approved, the design phase will begin in October 2010 and is proposed to be completed by October 2011.

3) Abilities of Morningside I

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4) Abilities of Morningside II

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The Abilities at Morningside II Project will provide residential units that are scattered throughout the existing condominium complex. The units will be fully wheelchair accessible on the first floor and retrofitted for sensory disabilities for units located on the second floor. The tenant portion of the rents will not exceed 30% of the adjusted gross income for the household, with the balance of the monthly rent being provided by HUD through a Project Rental Assistance Contract.

5) Pinellas Hope II

In the last reporting period, Catholic Charities requested, and was awarded, \$127,501.56 as the City's local match from the Pinellas County Housing Trust Fund (HTF) as a local grant to build a fifty-unit, 80-bed efficiency apartment complex on the net acre tract of land owned by the Diocese of St. Petersburg. The land is located directly to the south of the Pinellas Hope facility located at 49th Street and the 5500 Block of 126th Avenue. The facility serves persons who are homeless or have special needs and is currently providing housing and supportive services to homeless individuals.

e. Non-Homeless Special Needs Strategy

CDBG funds were provided in the amount of \$30,000 to Pinellas Opportunity Council to administer their Chore Services Program. Through this program, various chore services were provided to sixty-eight elderly, frail elderly, developmentally-disabled and physically-disabled individuals to assist them in remaining in their home.

During this reporting period, the City provided funding in the amount of \$45,710 to Religious Community Service to renovate their facilities. Religious Community Services provides assistance to the elderly, persons with mental and physical disabilities, and victims of spouse abuse. These services are classified as special needs.

3. AFFIRMATIVELY FURTHERING FAIR HOUSING

The City of Clearwater is no longer directly enforcing fair housing laws. The responsibility has been assigned to the Pinellas County Human Relations Department since their office investigates and makes recommendations on all Fair Housing issues for other areas of Pinellas County with the exception of the City of St. Petersburg.

The City plays an active role in affirmatively furthering Fair Housing by adhering to the Human Rights Ordinance that Pinellas County adopted in 1984. Pinellas County maintains an Interlocal Agreement with the City of St. Petersburg for the enforcement of the ordinance. The City of St. Petersburg handles enforcement south of Ulmerton Road and Pinellas County enforces north of Ulmerton Road.

In 2002, the City of Clearwater, along with the cities of St. Petersburg and Largo, and Pinellas County formed a Fair Housing Partnership to coordinate efforts

countywide to support and expand the availability of housing to all, regardless of familial status, national origin, race, accessibility, and disability. The partnership's tools for furthering this effort are educational programs, training, testing, assessments, and enforcement through the appropriate channels. The partnership meets periodically to review programs and to set and review goals.

The City remains active in the provision of affordable and accessible housing and promotion of home ownership. The City provides information concerning home ownership, home financing, and home repairs in printed matter and has worked with our Public Communications Department to provide information in a variety of other mediums

On April 15, 2010, the City partnered with the Bay Area Apartment Association, Bay Area Legal Services, the cities of Largo, St. Petersburg and Tampa, Greater Tampa Association of Board of Realtors, Gulf Coast Legal Services, Hillsborough County Equal Opportunity Administration and Pinellas County Office of Human Rights (Tampa Bay Fair Housing Consortium) to sponsor an Annual Fair Housing Certificate Program. The City provided sponsorship for programs providing workshops on Fair Housing, Accessible Home Design, Landlord-Tenant Rights and Responsibilities, and Real Estate Sales and Rentals.

a. Sale or Rental of Housing

Fair Housing complaints received by the City's Equity Services Department and Pinellas County Office on Human Rights/Human Relations indicate that discrimination in the sale or rental of housing and provision of housing brokerage services does occur. The City hopes to partner with other local government agencies and conduct a study to determine the level of discrimination.

b. Public Policies

The high percentage of build-out in the City affects the availability of suitable land for multi-family and affordable single-family development. The City's Community Development Code, design standards, adequate public facility (concurrency) ordinance and building code requirements influence the feasibility of affordable housing projects. Development regulations can limit the potential use of small or irregular infill parcels for affordable housing or increase costs associated with site development and construction.

c. Administrative Policies

Administrative policies generally support Fair Housing. These include:

1. Marketing housing programs in targeted areas.
2. Providing citywide homebuyers' assistance and education.
3. Placing educational material on the Housing Division's webpage.
4. Carefully reviewing where affordable housing developments will be located.
5. Avoiding a concentration of very-low to moderate-income households in multi-family developments.

d. Actions Taken To Overcome Impediments

In 1995, the U.S. Department of Housing and Urban Development (HUD) announced that entitlement communities, communities receiving direct federal funding from Community Development Block Grant, HOME Investment Partnership and Emergency Shelter Grant programs, must conduct a study of existing barriers to housing choice. This required study is referred to as the Analysis of Impediments (AI) and is part of entitlement communities consolidated planning process.

The purpose of the AI is to examine how state and local laws, private, public and non-profit sector regulations, administrative policies, procedures, and practices are impacting the location, availability, and accessibility of housing in a given area. The AI is not a Fair Housing Plan rather it is an analysis of the current state of fair housing choices in Clearwater and identifies specific barriers that need to be addressed if future fair housing initiatives are to be successful.

Each jurisdiction receiving federal funds must certify that it is affirmatively furthering fair housing. The certification specifically requires jurisdictions to conduct an analysis of impediments to fair housing choice within the state or local jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting the analysis and actions in this regard.

Evaluating fair housing impediments is a complex process involving diverse and wide-ranging considerations. The role of economics, housing patterns, and personal choice are important to consider when examining fair housing choice. Clearwater has relatively few impediments to fair housing. However, some issues were identified.

On July 22, 2010, the cities of St. Petersburg, Largo and Clearwater and Pinellas County procured the services of J-Quad Planning Group, a fair housing consultant, to conduct an analysis of impediment to fair housing choice for each entity. The result of that analysis is listed below.

The analysis of fair housing choice in the City has resulted in the identification of impediments, identified through a study methodology that included conducting focus group sessions, the construction of a demographic analysis resulting in a community profile and fair housing index, analysis of the Home Mortgage Disclosure Act (HMDA) data for the City and Pinellas County and a fair housing law and public policy and program review.

The City's commitment to furthering affordable housing through planning and CDBG/HOME program design and implementation is noteworthy. These efforts will continue to help maintain stability and strengthen its older and lower-income areas. The City and its nonprofit partners are encouraged to expand these efforts into other neighborhoods as a primary means of expanding fair housing choice.

Banking, Finance, Insurance and Other Industry Related Impediments

Impediment: Impacts of the Sub-prime Mortgage Lending Crises and increased Foreclosures.

Remedial Action: Continue to work with the State, National Non-Profit Housing Intermediaries, Federal Home Loan Bank, other lenders and HUD to evaluate programs and identify funding that can help reduce the mortgage default rate and

foreclosure rates among low and moderate-income home buyers and existing home owners.

Impediment: Low number of loan applications from minorities and low origination rates for minority applicants.

Remedial Action: Continue homebuyer outreach and education efforts. Expand homeownership and credit counseling classes as part of a high school curriculum in order to help prevent credit problems later in life.

Impediment: Predatory lending and other industry practices.

Remedial Action: Continue to encourage financial institutions to assist low to moderate-income persons by establishing or reestablishing checking, saving, and credit accounts for residents that commonly utilize check cashing services through bank initiated "fresh start programs" for those with poor credit and previous non-compliant bank account practices.

Socio-Economic Impediments

Impediment: Poverty and low-income among minority populations.

Remedial Action: Continue to work on expanding job opportunities through the recruitment of corporations, the provision of incentives for local corporations seeking expansion opportunities, and the assistance with the preparation of small business loan applications. Support agencies that provide workforce development programs and continuing education courses to increase the educational level and job skills of residents.

Neighborhood Conditions Related Impediments

Impediment: Limited resources to assist lower income, elderly and indigent homeowners maintain their homes and stability in neighborhoods.

Remedial Action: Continue to support and expand program of Self-Help Initiatives based on volunteers providing housing assistance to designated elderly and indigent property owners and assist them in complying with municipal housing codes. Involve volunteers, community and religious organizations/institutions and businesses as a means of supplementing financial resources for housing repair and neighborhood cleanups.

Public Policy Related Impediments

There were no Public Policy Related Impediments.

The City funds programs that offer free classes for persons desiring to become homeowners. The Pinellas Realtor Organization subscribes to the Voluntary Affirmative Marketing Agreement (VAMA) and works to educate its members about Fair Housing. Training and marketing materials have been videotaped and translated into American Sign Language and Spanish. The City promotes home ownership and education at various homebuyer fairs and expositions. The City also provides funding to Community Service Foundation to provide Fair Housing Education.

In addition to the Human Relations Department, the City is working with Pinellas County Realtors through the VAMA Program to further fair housing opportunities in real estate transactions. To further these efforts of the VAMA, the Pinellas County Board of Realtors enlisted the services of the Community Housing Resource Board to focus on the federal, state and local enforcement agencies, housing industry groups and volunteer community groups working together to promote fair housing practices.

These efforts include:

- Providing public information on fair housing
- Assessing community fair housing needs and identifying local problems and issues that impede equal housing opportunity
- Evaluating performance and effectiveness of the VAMA
- Expanding minority involvement in the real estate industry
- Expanding public awareness of housing opportunities in the community
- Developing cooperative solutions to problems associated with the implementation of the VAMA

Other actions during the FY 09-10 include:

- Continued support of Pinellas County Human Relations Department, Pinellas County Board of Realtors, and the Community Housing Resource Board
- Continued to work with the local committee of American with Disabilities to view housing related issues for homeowners, renters, or homebuyers with disabilities
- Provided SHIP funding in the amount of \$2,500 to the Community Service Foundation, \$20,000 to Tampa Bay Community Development Corporation, and \$2,500 to Clearwater Neighborhood Housing Service to implement homebuyers training programs, fair housing education and assistance, and foreclosure prevention and counseling services
- Provided funding in the amount of \$19,984 to Gulf Coast Legal Services to implement a fair housing program that offers counseling services, initial needs assessment, rental eviction intervention, and marketing of fair housing programs. The agency assisted 89 individuals
- Provided funding in the amount of \$10,000 to Community Service Foundation to administer a fair housing program. The agency assisted 118 individuals

The Pinellas County anti-discrimination effort focuses on public information and enforcement of fair housing regulations and the County's Human Rights Ordinance. The County publishes a Housing Resource Directory that includes an overview of fair housing law, information about reasonable accommodation and accessibility, and a list of state and local enforcement agencies. The County produces a brochure entitled, *Fair Housing in Pinellas County*, and distributes approximately 5,000 copies annually. Below market rate mortgages, down payment and closing cost assistance are readily available through the County's Housing Finance Authority and through other agencies. The County is also active in providing and promoting affordable housing, providing low-cost funds for home purchase or repair, and modifications to homes to make them accessible to persons with disabilities.

The City directs significant resources to expand the supply of affordable rental housing and partners with a variety of for-profit and non-profit developers and the Housing Finance Authority of Pinellas County. The City also assists developers with a

variety of incentives aimed at reducing development costs, impact fees, and regulatory impediments.

The City encourages mixed-income, multi-family developments to develop affordable housing in areas that are not predominantly low to moderate-income areas as part of a continuing effort to deconcentrate poverty. Funding is denied to developers who do not provide mixed-income housing where the effect could be to racially or economically segregate low-income households.

4. LEVERAGING RESOURCES

The City's efforts to provide affordable housing and other services to very-low to moderate-income families have resulted in leveraging a great amount of additional resources.

Through the Infill Housing and Down Payment Assistance Programs, the City continues to work closely with the lending and housing non-profits in the community to leverage private investment in home ownership. (Please see Homebuyers Section for accomplishments). In addition, the City works with Community Service Foundation, Tampa Bay Community Development Corporation, and Clearwater Neighborhood Housing Service, Inc. to provide homeownership counseling to support our housing programs.

During this reporting period, the City provided \$486,850 in SHIP/HOME funds to purchase five vacant lots. The purchase of the lots has resulted in four new homes. The City's investment contributed to private investments of \$401,084 for the four homes. The homes were purchased by two families with an income of less than 50% of area median income, two of the homes are vacant and one is under construction.

In this reporting period, an additional \$16,000 in HOME funds was expended on an existing single-family housing unit that was acquired last year. The housing unit will be rehabilitated and sold as an affordable housing unit to a low to moderate-income family in the next reporting period.

The City's Down Payment and Closing Cost Program provided new homebuyer opportunities to twenty-four families. Of the families assisted, one family's income was below 50% of area median income and the remaining twenty-three families had incomes between 50-80% of area median. The average purchase price of the homes was \$78,148.

A total of \$326,850 in HOME funds and \$65,000 in SHIP funds were provided to make homeownership possible. This public investment of \$391,850 resulted in \$390,000 in private capital being placed in the City's economy.

5. CONTINUUM OF CARE NARRATIVE

The City works closely with the Pinellas County Coalition for the Homeless and various other homeless services providers in addressing the needs of the City's Homeless.

The City listed Continuum of Care issues as a high priority in the Consolidated Plan. During this reporting period, the City provided \$30,000 in CDBG funds to Clearwater

Homeless Intervention Project (CHIP) as operating capital for their Emergency Shelter Facility as part of its Continuum of Care. The facility provided shelter, food, counseling, and case management services to 1,612 individuals during this reporting period.

The Homeless Emergency Project received \$150,000 to build an office complex to provide services for the homeless. The facility offers food to homeless individuals and families. The agency's served 968 homeless individuals and families. In addition to short and long-term housing for the homeless, HEP provides a variety of other services including job placement, medical, dental and psychological counseling. The City also provided an additional \$20,000 in operational support to implement these programs.

A total of \$45,710 was provided to Religious Community Services – Food Pantry to complete the renovation of their distribution facility that provides food for deserving low-income and homeless individuals and families. The agency provided services to 8,739 families during this reporting period.

CDBG funds were provided in the amount of \$30,000 to the Pinellas Opportunity Council to administer their Chore Services Program. Through this program, various chore services were provided to sixty-eight elderly, frail elderly, developmentally-disabled and physically-disabled individuals to assist them in remaining in their home.

6. CITIZENS PARTICIPATION

The City maintains a Neighborhood and Affordable Housing Advisory Board to encourage public participation. The Board meets periodically to discuss and make recommendations to City staff and the City Council on housing-related issues. The City Clerk's Office maintains minutes from the meetings.

The City has not received any citizen comments on the Proposed FY 2009-10 CAPER.

7. OTHER ACTIONS

a. Fostering and Maintaining Affordable Housing

The City has been very proactive in fostering and maintaining affordable housing. Although the City cannot control the cost of labor, goods or land costs, the City continues to look for new and creative ways to address the issue of affordability. Some of the steps the City has taken in the past and/or is currently doing include:

- Design homes that are practical and efficient
- Subsidize impact fees
- Provide financing at below market rates, zero percent and/or deferred payment loans
- Fund subrecipients to acquire vacant properties and build affordable houses
- Work with subrecipients to acquire homes foreclosed by HUD and resell them as affordable housing units
- Pay for infrastructure improvements with general revenue funds
- Change the City's Development Code to address other development issues

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- Work with the local housing authority to buy property and resell for affordable housing
 - Work with developers to put together applications for funding through the Low-Income Housing Tax Credit Program, State of Florida Housing Bond Program and other resources to build or rehabilitate rental units for affordable housing

b. Barriers to Affordable Housing

In the early years (1992 – 1995) of the City's SHIP Program, the Clearwater's Affordable Housing Advisory Committee (AHAC) reviewed the following areas to identify potential barriers to affordable housing:

- Affordable Housing Definitions
- Permit Processing
- Impact Fee Requirements
- Infrastructure Capacity
- Residential Zoning Density
- Transfer of Development Rights
- On-Site Parking and Setback Requirements
- Zero-Lot Line Development
- Sidewalk and Street Requirements
- Regulatory Review Processes
- Inventory of Lands Suitable for Affordable Housing Development

The City began receiving SHIP Program funding in 1992 when the Florida Legislature adopted the Sadowski Act. The SHIP Program is a dedicated source of affordable housing funds that are provided annually to cities and counties within the State of Florida.

One of the driving forces behind the passage of the Sadowski Act was the Florida Homebuilders and Contractors Associations. As a result of their lobbying effort, SHIP jurisdictions each year must expend 75% of their funds, entitlement and recaptured funds, on activities that involve construction and/or rehabilitation of homes, and in addition, 65% of the funds, entitlement and recaptured funds, must result in homeownership.

A major requirement of the SHIP Program, as well as a condition of receiving continued funding, was each jurisdiction had to adopt affordable housing incentives that would assist in the implementation of their affordable housing activities. Each SHIP entitlement community was required to adopt an Affordable Housing Incentive Plan (AHIP), which contained, at a minimum two statutory required incentives: *1. Assurance that permits as defined in Chapter 163.3164(7) and (8) F.S. for affordable housing projects are expedited to a greater degree than other projects; 2. An ongoing process for review of local policies, ordinances, regulations, and plan provisions that increase the cost of housing prior to their adoption (420.9071(16) F.S.).*

During the 2007 legislative session, the Florida legislature passed House Bill 1375. Under this bill, approval was granted for the creation of Section 420.9076 of the Florida Statute. This statute requires counties and cities receiving SHIP funds to appoint an eleven member Affordable Housing Advisory Committee (AHAC). The statute further provides that the committee be made up of members from a specific

industry or a specific group as identified in the statute. The requirement was largely met through the use of the City's existing Neighborhood and Affordable Housing Advisory Board (NAHAB). The City Council adopted Resolution No. 08-15 that created and appointed the AHAC.

The duties of the AHAC included reviewing policies and procedures, ordinances, land development regulations and the City's adopted comprehensive plan and recommending specific actions or initiatives to encourage or facilitate affordable housing.

Per state statute, at a minimum, the AHAC reviewed and made recommendations on the following:

1. The processing of approvals of development orders or permits, as defined in F.S.163.3164 (7) and (8), for affordable housing projects is expedited to a greater degree than other projects.
2. The modification of impact-fee requirements, including reduction or waiver of fees and alternative methods of fee payment for affordable housing.
3. The allowance of flexibility in densities for affordable housing.
4. The reservation of infrastructure capacity or housing for very-low income persons, low-income persons, and moderate-income persons.
5. The allowance of affordable accessory residential units in residential zoning districts.
6. The reduction of parking and setback requirements for affordable housing.
7. The allowance of flexible lot configurations, including zero-lot-line configurations for affordable housing.
8. The modification of street requirements for affordable housing.
9. The establishment of a process by which a local government considers, before adoption, policies, procedures, ordinances, regulations, or plan provisions that increase the cost of housing.
10. The preparation of a printed inventory of locally owned public lands suitable for affordable housing.
11. The support of development near transportation hubs and major employment centers and mixed-use developments.

In July 2008, the Economic Development and Housing Department contracted with Wade Trim, Inc. to help facilitate the process. Wade Trim coordinated the preparation of the Local Housing Incentive Strategy in cooperation with City staff and the AHAC. The Local Housing Incentive Strategy encompasses the definition, vision, strategic focus areas and incentive recommendations in order to facilitate the development of affordable housing in the City. The AHAC convened on four occasions in order to develop and identify the value of affordable housing, identify the principles for Clearwater's affordable housing and develop a vision statement to be included as part of the Local Housing Incentives Strategy. A separate focus group consisting of for-profit and non-profit affordable housing developers was organized in order to gain additional insight and recommendations concerning the incentive strategies.

The report highlights an affordable housing vision statement that was derived from input by board members. Additionally, AHAC members focused on the values that affordable housing brings to the City. The themes identified centered on the values that affordable housing supports a dynamic and competitive economy, improves the social well being that builds a sense of community, and ensures that the City's

workforce can live within the City limits. Furthermore, the AHAC also identified and recommended provisions that would identify adaptive reuse practices, require triennial updates to the City's Local Housing Incentives Strategy, support design standards for affordable housing developers, improve communication and marketing channels for affordable housing, diversify financing resources, and support development of public and private partnerships for the provision of affordable housing.

By statute, the initial report was submitted to the City Council by December 30, 2008. After the initial submission, the reports become due every three (3) years on December 31st of the year preceding the submission of the Local Housing Assistance Plan (LHAP).

The City Council reviewed the Local Housing Incentives Strategy recommendations that were approved by the AHAC on November 19, 2008. The City Council adopted an amendment to the LHAP to incorporate the local housing incentive strategies it will implement for the City. The amendment included, at a minimum, the state required incentive strategies specified above. Upon approval, the City notified the state of its adoption of an amendment to its LHAP to incorporate the incentive strategies. The notice included a copy of the approved amended plan in order to comply with the SHIP programs participation guidelines.

In future years, as part of the monitoring process conducted by the State of Florida, the monitors will be evaluating how local jurisdictions are implementing their affordable housing incentives in order to ensure they are meeting their statutory obligations. These evaluations will analyze the process and policies that all affordable housing projects go through from start to finish. This process is not totally exclusive to affordable housing projects using SHIP dollars, but any affordable housing project taking place in the City, regardless of the funding source.

c. Managing the Process

As part of the review process for proposed policies, regulations, plans and programs, the sponsoring City department requests the Economic Development and Housing Department to analyze the economic impact of the action proposed as it pertains to the cost of housing. The analysis shows the estimated increase in cost to an average home. The analyses are maintained on file in the Housing Division of the Economic Development and Housing Department.

The City holds public hearings and meetings to obtain citizen input and to respond to citizen proposals and inquiries about activities and program performances. Citizens and other City stakeholders have emphasized the need to consider the City's diverse interests in the establishment of goals, objectives, policies and priorities; the identification of new projects and programs; and in the application, monitoring and evaluation of existing programs.

Typically, the Economic Development and Housing Department staff meets with prospective affordable housing developers to determine the level of assistance and project needs. If the developer proceeds with a project, staff facilitates the plan review and permitting process through the Planning, Building and Engineering Departments. This allows the Economic Development and Housing Department to troubleshoot and streamline the process.

Below is a section from the City's Expedited Processing and Ongoing Review Policy.

d. Expedited Processing

i. Building Department

All affordable housing projects, as defined in Chapter 163.3164(7) and (8) F.S., that are located within the City limits are required to include with their application for a building permit a request for Expedited Processing. A copy of this request must be provided to the Building Official and to the Assistant Director of Housing. Expedited Processing affords eligible projects priority over projects without this status. When an affordable housing project receives approval, the Building Division notifies the Assistant Director who, in turn, will document the timeframe for the application process.

ii. Planning Department

The Planning Department will follow the City of Clearwater - Community Development Code when processing all affordable housing applications for activities that require rezoning, land-use amendments, variances, development orders, etc. Under the Code, all projects are reviewed and may be scheduled for the next meeting of the Development Review Committee (DRC – staff level review) and if needed, the Community Development Board (CDB). Many applications can be decided at the staff level and may not need to go DRC and/or CDB. When affordable housing projects and/or applications are submitted that can be decided at the staff level, they shall receive priority and be reviewed before any non-affordable housing project and/or applications. Applicants must indicate that the project will be an affordable housing development and/or project. The Planning Department has and will continue to implement, where possible, the expedited plan amendment process for large-scale amendments related to the provision of affordable housing.

e. Comprehensive Plan Analysis

The City's Comprehensive Plan includes a state mandated housing element that analyzes the City's existing and projected housing need. The element contains goals, objectives and policies that work in tandem with other housing policy documents. Fostering and maintaining an affordable housing supply is one of the element's primary goals. The goal is supported by policies that aim to reduce barriers to public and private sector construction of affordable units.

The Economic Development and Housing Department coordinated with the Planning Department in 2005 for the preparation of the Evaluation and Appraisal Report (EAR) for the Comprehensive Plan. A focus of the EAR was affordable housing. In this regard, the EAR included an assessment of the successes and shortcomings of the City's affordable housing policies and programs, along with recommendations for improvement.

The EAR recommendations were addressed in a major update of the Comprehensive Plan in 2007-2008. As part of the review process, the City formed a Citizen Advisory Committee (CAC) to provide direction in the EAR. The CAC, along with a consultant (Wade Trim, Inc.), established identification of data needs and methods of compilation, meetings, methodology of comprehensive issues analysis, and

coordination with other city departments. The results were provided to the City's Planning Department. The Planning Department's recommendations were approved by the City Council.

f. Lead Based Paint

Lead based paint continues to be a serious problem throughout cities across America. It is usually prevalent in homes built prior to 1978. Clearwater's housing stock is relatively new with the average home being built after 1970. However, the City still maintains that lead based paint is a serious issue and conducts housing inspections to determine if there are defective paint surfaces. If lead conditions are present, the lead paint is either removed or covered in a manner described by HUD.

The City will continue its effort to rid structures of lead based paint and will inspect any homes built prior to 1978 for any presence of lead based paint. The City will continue to test and remove all lead based paint surfaces in structures that are being rehabilitated under our programs that are using federal funds. The City will use the services of the Pinellas County Environmental Department to test all structures with defective paint surfaces and the local Health Department to test children for elevated blood levels. The Willa Carson Community Health Resource Center continues to participate with the City by providing a meeting area for neighborhood based education programs, disseminating information on the hazards of lead based paint, and blood screenings.

The City places information about lead based paint and safety on the City's Housing Division website.

Program activities include:

- Collaboration between public-private agencies involving housing, health, and community-based organizations to facilitate a Healthy Home Team to go door-to-door in the targeted Brownfields area to identify children and homes at risk
- Assurance that children identified as at risk receive blood lead testing and the child with elevated lead levels receives follow-up care
- Promotion of a public awareness campaign through education via physicians and the community and disbursement of educational materials
- Routine placement of educational materials on the City's Housing Division webpage
- Assessment of homes at risk to identify lead hazard control services to eliminate hazards identified in homes
- Initiation of supportive lead hazard control services to eliminate hazards identified in homes
- Evaluation of prevention activities to measure the impact and outcome of program services and intervention efforts in the community

g. Poverty Level Assessment

The City realized that the most effective way to reduce the number of persons below the poverty level was to increase their income through providing employment opportunities.

The City provides funding to support service organizations that reduce impediments for families allowing them to rise above the poverty level. The City provides economic development opportunities to non-profit and for-profit businesses that agree to hire lower-income individuals. Through the coordination of programs, including the Environmental Protection Agency, State Brownfields Redevelopment initiatives, Juvenile Welfare Board, Clearwater Stars, United Way, the Eckerd Foundation, Pinellas County WorkNet, and the University of South Florida, the City will continue to expand its efforts to reduce impediments.

h. Institutional Structure

To overcome gaps in institutional structures and enhance coordination, the City provided local lenders with information relative to the City's housing programs. Together we are able to provide home ownership and homebuyer opportunities for very-low to moderate-income families. The City and its subrecipients pre-qualify clients to the lender's and City's specifications and provides financing in the form of down payment assistance.

i. Public Housing and Residential Initiatives

The City understands the benefits of improving public housing and resident initiatives. To improve the lives of families residing in public housing the City targeted the children to break the cycle. The City will continue to work and strengthen our relationship with the Clearwater Housing Authority (CHA) to foster innovative public housing developments, potential joint ventures and residential initiatives.

8. HOUSING

a. Housing Needs

The City has been very proactive in fostering and maintaining affordable housing. Although the City cannot control the cost of labor, goods or land costs, the City continues to look for new and creative ways to address the issue of affordability. Some of the steps the City has taken in the past and/or is currently doing include:

- Design homes that are practical and efficient
- Subsidize impact fees
- Provide financing at below market rates, zero percent and/or deferred payment loans
- Fund subrecipients to acquire vacant properties and build affordable houses
- Work with subrecipients to acquire homes foreclosed by HUD and resell them as affordable housing units
- Pay for infrastructure improvements with general revenue funds
- Change the City's Development Code to address other development issues
- Work with the local housing authority to buy property and resell for affordable housing
- Work with developers to put together applications for funding through the Low-Income Housing Tax Credit Program, State of Florida Housing Bond Program and other resources to build or rehabilitate rental units for affordable housing

b. Specific Five-Year Housing Objectives

Housing Objective One: Build 200 new mixed-income rental units in conjunction with ongoing redevelopment/revitalization projects.

- Federal Funds: HOME/CBDG
- State/Other Funds: SHIP, FHFC programs

Housing Objective Two: Acquire and/or rehabilitate 50 units in small rental complexes for mixed-income affordable rental housing.

- Federal Funds: HOME/CBDG
- State/Other Funds: SHIP, FHFC programs

Housing Objective Three: Preserve the existing housing stock by rehabilitating 100 units owned by low-income owner households.

- Federal Funds: HOME/CBDG
- State/Other Funds: SHIP

Housing Objective Four: Preserve the existing housing stock by funding the acquisition and rehabilitation/expansion of 50 existing units for new low-income owner households.

- Federal Funds: HOME
- State/Other Funds: SHIP

Housing Objective Five: Provide direct down payment/closing cost assistance to 100 low and moderate-income homebuyers.

- Federal Funds: HOME
- State/Other Funds: SHIP, HFA Bonds

Housing Objective Six: Construct 20 new affordable, for sale, in-fill units in support of the City's ongoing revitalization/redevelopment activities.

- Federal Funds: HOME/CDBG
- State/Other Funds: SHIP

Housing Objective Seven: Provide credit counseling and homeownership training assistance to 100 perspective low-income homebuyers.

	Goals	Actual FY 2006	Actual FY 2007	Actual FY 2008	Actual FY 2009	Actual FY 2010	Total
Build Mixed Income Rentals	200			4		85	89
Acquire/Rehab Mixed Income Rentals	50			2		13	15
Rehab Low-Income Owner	100	20	18	18	17	21	94

Housing							
Acquire/Rehab Low-Income Housing	50	4			9	1	14
Down Payment Assistance Low-Income Housing	100	12	14	7	15	24	72
Build New Affordable Housing	20	10	14		3	5	32
Housing Consulting	100	312	132	204	286	135	1,069
Total Housing Units	520	46	46	31	44	149	316

c. Housing Accomplishments

During FY 2009-10, the City made a total of twenty-four rehabilitation loans with HOME and/or SHIP and Pinellas Housing Trust Fund Program funds. Thirteen SHIP-only loans were provided to low to moderate-income families with twelve loans being provided for families with income of less than 50% of area median income. One loan was provided to a family with income between 50% and 80% of area median income. An additional combination of HOME and SHIP loans were provided to six low to moderate-income families. Of those loans, five were provided to families with income less than 50% of area median income and one loan was provided to a family with income between 50-80% of area median income.

Homeowner rehabilitation produced \$164,668 in expenditures from the HOME Program with an additional \$54,889 in SHIP funds expenditures as the HOME match. The rehabilitation program also produced \$415,559 in direct expenditures from the unmatched SHIP Program Funds. The total expenditures from all funds were \$635,116.

The City offers several programs that help make housing more affordable to very-low and moderate-income homebuyers. The City's Home Ownership Program will lend funds to purchase land, provide down payment assistance, pay impact fees, pay disposition and closing costs and build new homes for income eligible home buyers. Funds in this program are also available to approved non-profit agencies financing their clients home ownership needs. Currently these agencies include:

- Clearwater Neighborhood Housing Services, Inc.
- Community Service Foundation
- Habitat for Humanity
- Largo Area Housing Development Corporation
- Tampa Bay Community Development Corporation

The City provided an allocation of \$25,000 to Tampa Bay Community Development Corporation (TBCDC) to administer their Home Buyers Club and Homeownership Counseling Program and \$2,500 to Community Services Foundation (CSF) to administer a Partnership to Homeownership Program and Homebuyer Education Program. In addition, the City provided \$2,500 in funding to Clearwater

Neighborhood Housing Services (CNHS) to implement a Housing Education/Counseling Program. All of the education and counseling programs were funded through the SHIP Program.

The \$30,000 in funding set-aside for the Home Buyer Counseling Program resulted in a total expenditure of \$20,000. The total was comprised of \$17,710 in expenditures from TBCDC, \$790 from CSF, and \$1,500 from CNHS.

Over 135 individuals/families took part in the education/counseling services during this reporting period. A total of 100 participated in both TBCDC Programs (Homeownership Counseling and Homebuyer Education Programs), ten participated in Community Service Foundation’s Partnership to Ownership and Homebuyer Education Programs, and twenty-five participated through Clearwater Neighborhood Housing Services, Inc. Housing Education/Counseling Programs.

9. HOME Program

a. Assessment of Relationship of HOME Funds

The City received an allocation of \$589,019 in HOME Entitlement Funds for FY 2009-10. The majority of the funds were set aside for housing development. The table shows how funds for the entitlement allocation were budgeted this reporting period:

Subrecipient Housing Pool	\$441,765
Community Housing Development Organizations	\$88,353
Program Administration	\$58,901
TOTAL	\$589,019

Funds set aside in the Subrecipient Housing Pool may be used for homeownership rehabilitation; new single-family housing construction, down payment and closing cost assistance, acquisition of real property and other related housing costs. Funds set aside for the Community Housing Development Organization are undetermined. The table lists the activities by which the funds were expended during this reporting period with the FY 2009-10 entitlement allocation, program income and reprogrammed funds from prior years.

Rehabilitation Owner-Occupied	\$164,667.53
Administration/Program Delivery Costs	\$62,281.97
Acquisition/New Construction - Single Family	\$836,786.36
Community Housing Development Organizations	\$180,467.71
Down Payment and Closing Costs Assistance	\$0
Total HOME Expenditures	\$1,244,203.57

The City has three certified Community Housing Development Organizations (CHDOs); Clearwater Neighborhood Housing Services, Inc., Habitat for Humanity of Pinellas Community Housing Development Organization, Inc. and Largo Area Housing Development Corporation. The City is currently soliciting other organizations to become eligible as a CHDO.

b. HOME Match Report

Please see Match Report in Appendix under "IDIS Reports".

c. HOME Inspections, Affirmative Marketing Actions, Outreach to Minority and Women Owned Businesses

Three rental housing developments previously funded and subject to HOME monitoring were inspected during this reporting period. The housing developments were Wellington Apartments, Fulton Avenue Apartments and Lexington Apartments. Wellington and Fulton Avenue Apartments provide housing for low to moderate-income families and Lexington Apartments provide housing for the elderly.

The monitoring visits to Wellington, Fulton Avenue and Lexington Apartments did not show any areas of non-compliance.

10. OTHER HOUSING PROGRAMS

a. State Housing Initiatives Partnership (SHIP) Program

During FY 2009-10, the City expended the following dollars in association with the development and preservation of loans for housing units for low to moderate-income families with acquisition, down payment and closing cost assistance for new and existing units.

Challenge Fund Infill (Acquisition) Loan Program

SHIP Funds Expended	\$389,176
Private Funds Expended	\$396,084
Owner Equity	\$5,000
TOTAL	\$790,260

Funding from this program provided one family with property acquisition cost assistance. The family had income at less than 80% of the area median income.

Down Payment and Closing Cost Assistance Loan Program

SHIP Funds Expended	\$330,060
Other Public Funds Expended	\$30,000
Private Funds Expended	\$1,921,521
Owner Equity	\$61,556
TOTAL	\$2,343,137

Funding from this program provided fifteen families with down payment and closing cost assistance. All fifteen families had incomes less than 80% of the area median income.

Rehabilitation Loan Program

SHIP Funds Expended	\$531,768
TOTAL	\$531,768

Funding from this program provided rehabilitation funds to thirteen families. All the families assisted had income less than 80% of the area median income.

A total of \$205,230 in total revenues (allocation, program income and recaptured funds) was deposited into the Local Affordable Housing Trust Fund during State FY 09-10. These funds were generated through the following:

State Annual Distribution	\$97,329
Program Income	\$ 226,509
Recaptured Funds	\$0
TOTAL	\$323,838

b. Emergency Shelter Grants Program

The City does not receive any Emergency Shelter Grant Funds.

c. Brownfields Program

The Brownfields Area is one of the oldest sections of the City with a low-income, minority population in the most densely populated county in Florida. The City's Brownfields area covers all three of the City's Neighborhood Revitalization Strategy Areas.

Clearwater has the distinction of being the first state-designated Brownfields area in the State of Florida. It was over ten years ago since the City was awarded its first EPA Brownfields Assessment Grant. The Clearwater Brownfields Area (CBA), with approximately 244 regulatory listed sites located in over 7,000 properties, is spread across more than 1,842+ acres.

Clearwater defines Brownfields as "redevelopment opportunities that result in viable economic and community development, residential, and open-space/greenspace projects." The definition reflects a perception of Brownfields that is results-oriented, viewing challenges as opportunities rather than insurmountable liabilities.

Over the last decade, the City has moved aggressively to attract funding for its Brownfields program. The City has received a total of \$2,900,000 in EPA grants and over \$1,800,000 in state and other Brownfields related funding. Clearwater has conducted over ninety Phase I Environmental Assessments, over fifteen Phase II Assessments, and fourteen sites have been cleaned up and readied for reuse.

To capture the benefits to public health, the City's Economic Development & Housing Department Brownfields Program developed a Model Scoping Plan and Report for the Tampa Bay Region Public Health Monitoring Project (PHM). The PHM was funded from a US EPA Brownfields Assessment Grant. By integrating public health with Brownfields redevelopment, the physical, mental, social and spiritual well being of individuals, families and the community can be improved.

To gain insight about health challenges faced by Clearwater communities, an initial meeting was held with local public healthcare providers. A summary report of the meeting was considered an initial measurement to develop a collaborative effort to improve community health, well-being and sustainability.

Tangible benefits of Brownfields redevelopment can include health clinics, community gardens, parks and recreations area, and health related business (e.g. pharmacies, diagnostic centers). Public health monitoring offers a variety of tools that can be used to identify the public health needs that may be addressed through Brownfields redevelopment. These include mapping of site characteristics, examination of vital statistics and monitoring of health and environment (e.g. asthma surveillance, lead abatement) among other measures.

During this reporting period, the CRA-owned former Clearwater Auto Salvage Yard finalized environmental remediation and received a Site Rehabilitation Completion Order from FDEP. Tax credits have been awarded from the FDEP Voluntary Tax Clean-up Program in the amount of \$516,943.70 for this project.

The CRA also acquired the Car Pro property (see East Gateway NSRA) for environmental remediation.

The City made scholarships funds available for eligible Brownfields residents to enroll in a healthcare and medical accreditation program offered at Ultimate Medical Academy campuses located at 1218 Court Street and 1255 Cleveland Street. Brochures were created and distributed to non-profits and libraries in the Brownfields area. To date, twelve students were awarded various scholarships, depending on their field of choice, at a cost of \$23,387.50.

11. COMMUNITY DEVELOPMENT

The City utilized a strategy of diversification when selecting CDBG eligible activities. Funds in the amount of \$186,561 were allocated for administration, \$185,920 for housing activities (rehabilitation, acquisition, disposition, etc.), \$195,710 for public facilities and improvements and \$149,632 for public services.

a. Nature and Reasons for Any Changes to Objectives

There were no changes or amendments to program objectives.

b. Assessment of Grantee Efforts to Carryout Planned Actions

1. All resources (CDBG, HOME and SHIP) listed in the Consolidated Plan were obtained.
2. The City supported the Homeless Emergency Project in an application for federal funds.

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3. In addition to CDBG, HOME and SHIP funds, the City was successful in obtaining private sector leveraging for new housing construction and financing home purchases.

c. Actions of Funds Used Outside the National Objectives

All CDBG funds were used for activities that meet the national objectives.

d. Acquisition, Rehabilitation and Demolition Narrative

Neither the City, nor its subrecipients, acquired or rehabilitated buildings that resulted in the displacement of business, individuals or families as a result of projects funded with CDBG or HOME dollars. All properties that were acquired with CDBG funds were voluntary and mostly vacant parcels.

The City's subrecipients purchased all properties acquired during this reporting period. They include Clearwater Neighborhood Housing Service, Inc. and Habitat for Humanity.

When subrecipients become interested in a property they want to acquire, the following steps are required:

1. The subrecipient informs the property owner they are interested in the property.
2. The subrecipient sends out HUD Guide Notice-Disclosures to Sellers with Voluntary, Arm's Length Purchase Offer.
3. The subrecipient informs the owner they do not have the power of Eminent Domain and the purchase would strictly be a voluntary transaction.
4. If the owner is interested in selling the property, an appraisal is obtained.
5. The subrecipient determines just compensation for the property.
6. The subrecipient offers just compensation to the owner.
7. The owner agrees to the offer, the subrecipient may purchase the property.
8. If the offer is not acceptable to the owner, both parties walk away from the deal.

Temporary relocation benefits were provided to eligible homeowners while their homes were being rehabilitated. Temporary benefits include moving, storage, temporary rents, and utilities.

e. Economic Development Narrative

For FY 2009-10, the City expended \$11,643.26 for Economic Development Program Delivery. The program delivery costs were associated with managing the economic development loan portfolio. These costs include, but are not limited to, collecting on unpaid loans, sending out late notices, maintaining data in the City's financial system, and reevaluating loans. Currently, the City has suspended its Economic Development Revolving Loan Program and is reviewing options on its status.

At the end of this reporting period, the balance in the City's Economic Development Revolving Loan Program was \$249,117.87. The City is in the process of establishing a façade improvement program in the upcoming reporting period. This program will have an initial budget of \$80,000 with funds established from the existing revolving loan fund.

f. Limited Clientele Narrative

The City and its subrecipients maintain files that document all clients who qualify for the limited clientele designation.

g. Loans and Other Receivables

The City maintains three revolving loan funds. They are the Rehabilitation Revolving Loan Fund to rehabilitate owner-occupied housing, the Economic Development Revolving Loan Fund to provide loans to for-profit businesses, and an Infill Housing Revolving Loan Fund to acquire real property to build new owner-occupied housing.

During the reporting year, the Rehabilitation Revolving Loan Fund generated \$115,988.38 in program income. The cash balance at the end of the reporting period was \$186,897.48. The Infill Housing Revolving Loan Fund generated \$54,705.97 in program income. The cash balance at the end of the reporting period was \$278,620.14. The Economic Development Revolving Loan Fund generated \$19,721.42 in program income. The cash balance at the end of the reporting period was \$249,117.87.

Please see Financial Summary Report for other loans and receivable information.

h. Lump Sum Agreements

The City does not provide lump sum drawdowns.

12. NEIGHBORHOOD REVITALIZATION STRATEGY AREAS

The City of Clearwater's Neighborhood Revitalization Strategy (NRS) is a component of the City's Five-Year Consolidated Plan. The strategy was established to promote a flexible design in the City's allocation of funds provided by HUD and CDBG to promote innovative programs in economically disadvantaged areas of the City. The NRS provides for enhanced regulatory flexibility in the program requirements for providing CDBG funds for economic development, housing and public service activities.

In terms of economic development relief, the strategy allows job creation or retention efforts by businesses not to be hampered by requiring them to track the income of people hired or retained. Economic development activities carried out in the approved neighborhood revitalization areas are also exempt from the aggregate public benefit standards.

The relief for public service activities can be viewed in terms of the regulatory requirements that no more than 15% of the total CDBG allocation may be used for public services activities. Under this strategy, all public services offered within the subject neighborhoods and carried out as part of qualified projects by a Community Based Development Organization (CBDO) are exempt from the public service cap of 15%. Therefore, the City will be able to offer a more intensive level of service to stimulate revitalization. This allows the City to address some of the urgent needs of the disadvantaged community by offering job training and other related economic development assistance.

In terms of housing relief, the revitalization strategy will allow the City to track scattered site housing units as a single strategy. This will enable the City to provide housing opportunities to not only very-low to low-income families, but to other families who earn between 80-120% of area median income. This will increase the level of affordable housing units and thereby raise the income level of the neighborhood and in the process create a mixed-income community. There are several non-housing factors that cause a blighting influence on communities. They range from vacant boarded structures, to crime, to lack of commercial/retail activities. To help stimulate economic development opportunities within the North Greenwood Neighborhood, the City took several measures to ensure that the neighborhood would be stable. The City built an 8,000 square foot library and a state-of-the-art aquatic/recreational center. In addition, the City provided roadway enhancements on Martin Luther King Avenue from Seminole to Palm Bluff Avenue. These were provided from non-federal resources.

The NRS includes two different neighborhoods – the North Greenwood Community and South Greenwood Community. They both have their own goals and objectives.

The North Greenwood NRSA has identified the following strategies to improve their neighborhood:

- Eliminate poor conditions of structures
- Remediate low-level contaminated sites
- Reverse declining property values
- Expand business opportunities
- Create new investment opportunities in the neighborhood
- Increase new job training and placement opportunities
- Reduce the unemployment rate
- Empower neighborhood residents to eliminate crime
- Strengthen coordination of community organizations in the redevelopment effort

The Lake Belleview (f.k.a. South Greenwood) NRSA has the same general strategies of the North Greenwood Area and has identified the following items as needed in their community:

- Additional educational opportunities for businesses
- A new neighborhood training facility
- A new childcare facility
- Job training opportunities
- A community library
- Additional new homes
- Better social services
- Better collaboration of existing organizations
- More crime awareness programs

The City has taken several steps over the years to address the strategies in the NRS. Steps include developing a flexible code enforcement program, purchasing and demolishing dilapidated buildings, working with local law enforcement to reduce crime, funding outreach programs and providing loans to small businesses.

a. North Greenwood

Listed are the projects the City has completed in the North Greenwood NRSA.

- North Greenwood Branch Library - (2003)
- North Greenwood Recreation/Aquatic Complex - (2003)
- North Greenwood Apartments Renovation – (2003)
- North Greenwood Corridor Enhancements - (2006)
- North Greenwood Reclaimed Water - (2010)
- Stevensons Creek Dredging Project – (Planning Stage)

In this reporting period, the City provided federal funding for several projects in the North Greenwood NRSA. They include:

Public Service	Willa Carson Community Health Center	\$25,000
Public Service	Homeless Emergency Project – Operational	\$20,000
Public Facility	Homeless Emergency Project – Office Development	\$150,000
	TOTAL	\$195,000

The City is continuing their efforts to rehabilitate homes and develop infill housing in the North Greenwood Area. For this reporting period the City provided funding for one infill home and eight rehabilitation loans.

b. Lake Belleview/South Greenwood

The City is continuing their efforts to rehabilitate homes and develop infill housing in the Lake Belleview Area. For this reporting period the City provided funding for two infill housing loans, two down payment assistance loans, and one rehabilitation loan.

Ross Norton Recreation Complex – (2004) Utilizing \$2.9 million in general funds, the City built an aquatic/recreation complex, a skateboard park, a fishing pier on Lake Belleview and new baseball fields.

In 2008, utilizing \$200,000 raised from grants and corporate sponsors, the City partnered with an international organization, *Let Them Be Kids*, to design and construct a playground at the Ross Norton Recreation Complex.

Lake Belleview Stormwater Improvement Project – (2010) Utilizing \$1.8 million in general funds, the City completed the Lake Belleview Stormwater Improvement project that included major improvements to Lakeview Road.

In 2010, renovations were completed at the Ross Norton Baseball Fields to include bullpens, sod, irrigation and the reworking of the pitching mounds.

In 2010, plans were being developed to install traffic calming devices throughout South Greenwood per the request of the neighborhood to improve safety for pedestrians.

c. East Gateway District

In 2002, the 260-acre Clearwater Community Redevelopment Area (CRA) was expanded to encompass 201 acres that included the East Gateway District, a distressed neighborhood that serves as the primary gateway to Clearwater's central

business district and beaches. The expansion was viewed as a strategic approach to revitalize East Gateway, leverage public-private partnerships for economic development and housing, achieve stability in residential and business areas and increase redevelopment potential.

The 176-acre East Gateway neighborhood is characterized by a mixed-land use pattern of residential housing interspersed with pockets of poorly maintained rental properties and outdated strip commercial developments. The commercial sector is burdened with a declining business base, deteriorating infrastructure, a mismatch of uses and vacant storefronts. The neighborhood struggles with code issues, homelessness, high rental rates and a negative image of crime due to problematic land uses and businesses. Significant decreases in traffic volumes, due to the rerouting of a state road in 2005, have affected business activity in the neighborhood and further emphasized the need for a targeted business development and investment strategy.

The East Gateway Task Force, comprised of City staff, was formed in 2005 to develop strategies to bring about positive change in the neighborhood. The Task Force conducted a series of focus group meetings and neighborhood events in 2006 to gain an understanding of neighborhood issues, values and preferences. Input received through the public process was used in developing the East Gateway District Five-Year Action Program, which was adopted by the CRA on May 13, 2008. The goals of the Action Program are to:

- Engage residents, businesses and other neighborhood interests in the creation and implementation of the action program;
- Achieve neighborhood stability by addressing the social, economic and physical issues that plague the area;
- Establish a unique and positive identity that instills neighborhood pride and sense of ownership; and
- Revitalize the neighborhood to attract reinvestment in private property.

The Action Program focuses on the following emphasis areas: 1) Safety and Security; 2) Business Environment; 3) Neighborhood Appearance; 4) Economic Growth and Housing; and 5) Hispanic Community integration. Generally, the Action Program will be implemented through:

- Application of applicable objectives, policies and design guidelines to redevelopment projects during the site plan review process;
- Use of the Public Amenities Incentive Pool;
- Public strategies (e.g., Code revisions or new program to address a neighborhood issue); and
- Capital improvements projects (public and private).

Action Program activities have been assigned to one of two timeframes for implementation over the five-year program period—Years 1 - 2: FY 07/08-FY 08/09 and Years 3 - 5: FY 09/10-FY 11/12. For action items that address particularly challenging issues (chronically homeless) or are highly dependent on outside forces (real estate market), the timeframe to achieve the desired outcome may extend beyond the five-year program period. Such occurrences will be assessed and reported during the monitoring and evaluation process. On an annual basis, in

conjunction with the City budgeting process, actions items in the outer years (Years 3-5) will be moved into Years 1-2, as appropriate and feasible.

While the City provides leadership, technical capabilities and funding for Action Program implementation, a partnership with community stakeholders is crucial to achieving neighborhood goals. A Public Outreach and Communications Plan guide the Task Force in engaging the diverse neighborhood interests in the revitalization efforts. In late 2008, two community groups were organized – the East Gateway Stakeholders Advisory Group (SAG) and the East Gateway Business and Neighbors Association (BNA). The City is currently coordinating with the Hispanic Outreach Center (HOC), a local social services agency, to capture input from Hispanic-Latino residents through focus groups discussions.

The following accomplishments were noted during this reporting period in the East Gateway NRSA:

- Acquired Carpro, an automotive repair shop, for environmental remediation and future redevelopment
- Acquired the Economy Inn Motel and adjacent parcels (The Royal Palm Motel, Viva Mexico Restaurant, two duplexes, and one single-family house) for future redevelopment
- Assisted a Developer with a loan to construct Country Club Townhomes, a 31-unit townhome project
- Facilitated the bi-monthly SAG meetings
- Assisted and presented before the BNA
- Maintained the tracking report for the Five-Year Action Program and coordinated with the East Gateway Task Force
- Identified sidewalk needs, completed a property owner petition drive and completed installation of six sidewalk projects
 - Franklin Street, Grove Street, Jefferson Avenue, Laura Street, Pierce Street and San Juan Court
- Implemented the East Gateway District Façade & Building Lot Improvement Program
 - Processed two applications, fulfilled four consultant contracts and issued four loan commitments
- Attended Building Plan Review Committee (BPRC) meetings for development proposals
- Coordinated with Engineering for the Gulf to Bay – Highland Intersection Improvements project and solicited design input from the City Council, SAG and BNA
- Co-sponsored and organized Talento 2010, A Celebration of Pinellas County's Hispanic Art & Culture - a program of the Pinellas Opportunity Council, Inc.
- Received authorization from the Community Redevelopment Agency (CRA) for the development of a community-based vision for East Gateway's build-out and community character
- Participated in meetings and assisted in the development of programs and events sponsored by the Clearwater Regional Chamber Hispanic Business Council
 - Ten Strategies for Commercial Applications, Effective Communications, and Hispanic Business Connection Networking Event
- Conducted briefings with front line Development Review staff in the Planning Department, Building Division and Building Plans Review Committee

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- Maintained the East Gateway District Web Page providing ready access to revitalization efforts, documents, news, meeting agendas and meeting summaries
 - Contributed articles to three issues of Guia de Diversiones, a Spanish language newspaper
 - Conducted business visits and offered assistance for business expansions and/or improvements
 - Supported two police officers assigned to the Downtown Bike Team which has led to an increased police presence and cooperation between the residents and the City
 - Coordinated and attended, along with BNA leaders and the Police Department, the East Gateway Crime Walk that took place on January 28, 2010

13. Housing Opportunities for People with AIDS (HOPWA)

The City does not receive any HOPWA Funds.

14. MONITORING PLAN

All subrecipients will receive federal and local regulations relating to their specific activity, along with an explanation as to how the regulations apply to their particular project. Specific Performance Agreements will be executed with each subrecipient giving measurable objectives for the eligible activity to be carried out. Each project is monitored on an ongoing basis. Documentation submitted with reimbursement requests are reviewed for compliance with applicable regulations and measurable objectives prior to issuing funds.

On-site monitoring of selected subrecipients are scheduled and completed annually by the Housing Manager. A checklist is completed and reviewed to insure all aspects of the activities are carried out in accordance with applicable regulations.

In addition to the above documentation, any subrecipient needing and/or requesting additional training on how to meet grantee and federal requirements will receive technical assistance deemed most appropriate to the circumstances by the Assistant Director of Economic Development or Housing Manager. Additional technical assistance, if needed or requested, will be given at the time of the annual monitoring.

The City uses a three step approach to monitor subrecipients. The first step begins during the application process. Subrecipients provide the City with their goals, objectives, budget and an Implementation Schedule. If funded, the goals, objectives, budget and Implementation Schedule are included in the Subrecipient Agreement with the City.

The second step is to provide the subrecipient with the format needed for the Monthly Activity Report. The reports are completed and returned to the City monthly. The Housing Division analyzes the reports and if the subrecipient is not meeting its goals, technical assistance is provided. Subrecipients who provide housing assistance are monitored on a loan-by-loan basis and approved by the City prior to any loan closing to ensure compliance.

Lastly, the City provides direct monitoring of all subrecipients annually with new agencies receiving two monitoring visits. The first visit takes place in July and provides technical assistance to ensure the agency understands the compliance process. The second visit takes place in September and is a detailed-monitoring visit that utilizes an approved checklist.

During this reporting period, the City provided detailed monitoring of all subrecipients. As a result of our monitoring efforts, one agency subrecipient agreement was temporarily suspended. The City is offering technical assistance from its Housing Division and Audit Department. The agency will not be allowed to participate in the program until it meets compliance.