

EXECUTIVE SUMMARY

The Executive Summary of the Consolidated Plan is intended to provide the U.S. Department of Housing and Urban Development (HUD), housing and service providers, City residents and businesses with an overview of Burbank's housing and community development needs, and the City's priorities and strategies to address those needs.

The City of Burbank receives Community Development Block Grant (CDBG) and HOME Investment Partnership Act (HOME) funds each year from the federal government to support housing and community development activities that principally benefit low and moderate income households. To receive these federal funds, the City must adopt a five-year strategic plan that identifies local needs, and how these needs will be prioritized and addressed using federal funds. Burbank's 2008-2013 Consolidated Plan builds upon several other related planning documents, including: the City's 2008-2014 Housing Element, the 2004/05 - 2008/09 Redevelopment Implementation Plan, Capital Improvement Plan, and Blue Ribbon Task Force on Affordable Housing Recommendations.

The Consolidated Plan consists of the following major components:

- ✓ Introduction
- ✓ Community Participation and Consultation
- ✓ Housing and Household Needs Assessment
- ✓ Community Development Needs Assessment
- ✓ Strategic Plan
- ✓ One-Year Action Plan (under separate cover)

Each of these sections is summarized below.

A. COMMUNITY PARTICIPATION AND CONSULTATION

Burbank's consolidated planning process relied heavily on input from both the public and from agencies which serve the City's low and moderate income population.

The City prepared a Community Needs Survey to solicit resident's input on community needs and priorities, and received a total of 211 completed surveys. In addition, the City conducted a community workshop on the Consolidated Plan at the Buena Vista library. Workshop attendees were provided with a Powerpoint presentation on the purpose of the Consolidated Plan, information on demographic and housing trends, and a summary of how the City currently spends federal CDBG and HOME funds. Attendees were then asked to provide input to staff and consultants on Burbank's most critical community development needs, including completion of the Needs Survey.

The Burbank Community Development Goals Committee (citizen advisory committee) conducted several public meetings during the Plan preparation process: 1) to review funding requests for Capital Improvements in conjunction with the Action Plan; 2) to review funding requests for Public Services; and 3) to provide input on the draft Consolidated Plan Needs Assessment and Strategic Plan. All meetings are open to the public and duly noticed as required.

As a means of gaining input from agencies during the preparation of the Consolidated Plan Needs Assessment, the City conducted a consultation workshop with social service, housing and homeless service providers. Over 65 agencies were invited to attend. The purpose of the workshop was to discuss what each of these agencies see as the key housing and community development issues in Burbank, to identify gaps in service, and to brainstorm potential recommendations. Another function of these workshops was to establish a dialogue among agencies to enhance collaboration and sharing of information.

Once the draft Consolidated Plan was completed in April 2008, the City distributed the Plan for a 30 day public review. The City Council hearing in May 2008 provided residents a final opportunity to comment on the Plan prior to adoption and submittal to HUD. The City received no written or oral public comments on the draft Consolidated Plan.

B. HOUSING AND HOUSEHOLD NEEDS ASSESSMENT

Some of the major findings of the needs assessment include:

- ✓ Significant increases in families with children, combined with growth in Hispanic and Asian households with larger sized households has resulted in increased overcrowding in the City's rental housing (19% of renter households overcrowded).
- ✓ Rental rates have risen dramatically in Burbank over the past several years, resulting in 40% of renters overpaying for housing, and many renters forced to move out of Burbank to lower cost areas.
- ✓ The Section 8 Rental Assistance Program administered by the Burbank Housing Authority assists over 1,000 low income renters afford to live in Burbank. An additional 300 Burbank residents are on the Housing Authority's waiting list for assistance.
- ✓ Many of the City's older apartment buildings have fallen into disrepair, particularly in low and moderate income neighborhoods.

- ✓ Burbank has numerous households with specialized housing needs, including senior citizen households (20%), persons with disabilities (17%), female-headed households (12%), and large households (9%).
- ✓ With an estimated 200 homeless in Burbank and no permanent emergency shelters, homeless persons and families are directed to other local shelters and/or are provided limited stay motel vouchers.

C. COMMUNITY DEVELOPMENT NEEDS ASSESSMENT

The following highlight's some of Burbank's low and moderate income community development needs:

- ✓ The increasing number of families with children has placed added strain on existing recreational and community facilities, and creates a strong demand for youth services in Burbank. One of the most significant recreational needs in Burbank is the provision of additional fields for soccer use.
- ✓ Burbank has a shortage of childcare facilities for lower income working families. While the Burbank Redevelopment Agency assisted with the development of the 92 space Burbank Cottages Child Care Center and 88 space Mary Alice O'Connor Family Center - both of which reserve 20 percent of the spaces at affordable rates - over 200 children are on the waiting list for these facilities.
- ✓ In order to meet increasing demand from the City's population of 13,000 senior citizen residents, Burbank's three senior centers require ongoing expansion and/or renovation. City staff indicates the desire to expand program offerings targeted towards a younger senior citizen population which could potentially be housed in an expanded meeting/activity room area at Josyln.
- ✓ Service providers have identified an increasing need for job training and employment placement for lower-income residents, including specialized training for the disabled.
- ✓ Many of Burbank's lower and moderate income neighborhoods contain aging infrastructure, with streets and sewers in particular need of improvement.

D. STRATEGIC PLAN

The Housing and Community Development Strategy is the centerpiece of the Consolidated Plan. The Strategy describes:

- ✓ General **priorities** for assisting households
- ✓ **Programs** to assist those households in need
- ✓ Five-year **objectives** identifying proposed accomplishments

The following summarizes the eight housing and community development priorities identified in Burbank's Consolidated Plan, and lists implementation programs for each.

1. Priority Housing Needs

Priority 1.1: Sustain and Strengthen Neighborhoods

Programs: Focus Neighborhood Revitalization
Single and Multi-family Rehabilitation Assistance
Code Enforcement Program

Priority 1.2: Preserve Existing Affordable Housing

Programs: Preservation of Existing Assisted Housing
Section 8 Rental Assistance

Priority 1.3: Expand the Supply of Affordable Housing

Programs: Affordable Housing Development Assistance
Inclusionary Housing Ordinance
Affordable Housing Density Bonus

2. Priority Homeless Needs

Priority 2.1: Provide Housing and Support Services for Homeless and Near Homeless through Support of Service Agencies and Regional Programs

Programs: Emergency Shelters
Emergency Services
Section 8 Rental Assistance
Homeless Prevention
Community Resources
Chronic Homelessness

3. Priority Special Needs Populations

Priority 3.1: Provide Housing and Supportive Services for Special Needs Populations

Programs: Housing for Special Needs Populations
Home Secure and Earthquake Shut-Off Valve Program
Residential Lifeline Credit Program
Services for Special Needs Populations

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4. **Priority Community Facilities**
Priority 4.1: Provide for New Community Facilities and Improve the Quality of Existing Facilities to Serve Those of Low and Moderate Income
*Programs: Community Centers and Parks/Recreation Facilities
Senior Centers
Childcare Centers
Other Community Facilities*

 5. **Priority Infrastructure Improvements**
Priority 5.1: Provide for Needed Infrastructure Improvements in Lower and Moderate Income Target Areas
Programs: Capital Improvements Plan
 - ✓ *Street Reconstruction/Sidewalk Improvements*
 - ✓ *Sewer Line Improvements*
 - ✓ *Installation of Storm Drains*
 - ✓ *Installation of Traffic Signals*

 6. **Priority Community Services**
Priority 6.1: Provide Needed Community Services to Those of Lower and Moderate Income
*Programs: Youth Services
Childcare Services
Employment Training
Services to Persons with Disabilities
Senior Services
Crime Awareness/Prevention Programs
Health Services
Fair Housing and Tenant/Landlord Mediation Services
Community Resources
Other Public Services*

 7. **Priority Economic Development Needs**
Priority 7.1: Foster Economic Development Opportunities for Lower and Moderate Income Residents Through Redevelopment Agency Programs
*Programs: Business Attraction, Retention and Expansion Program
Commercial Rehabilitation Loan Program
Downtown Tenant Assistance Program
Public Facilities and Improvements Program*

 8. **Other Priority Community Development Needs**
Priority 8.1: Provide for Necessary Planning Activities to Develop Both Housing and Community Plans to Address Anticipated Need
Programs: Consolidated Plan
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E. ONE-YEAR ACTION PLAN

The Action Plan describes resources, programs, activities and actions Burbank will use in the coming 2009-2010 fiscal year (FY) to implement its strategic plan and ultimately achieve its goals and objectives. Action Plan activities help meet all priority levels listed in the Consolidated Plan. For FY 2009, Burbank will program for expenditure approximately \$6.7 million in Section 8 Rental Assistance Funds, \$1.23 million in CDBG entitlement and related funds, and \$783,000 in HOME funds. [These totals do not include funds from previous year(s) anticipated to be programmed and/or expended during 2009, and the Section 8 program estimate does not include funds for administrative fees]. All CDBG and HOME funds are earmarked for targeted-area projects that benefit low-moderate income households, either under low-moderate area benefit (LMA) or HOME income guidelines. For FY 2009, the Redevelopment Agency projects an annual set-aside fund contribution of approximately \$8.58 million.

It is important to note that federal funds entitled to Burbank under either the economic stimulus package [The American Recovery and Reinvestment Act of 2009 (ARRA)] or the Neighborhood Stabilization Program [NSP] have not been officially awarded to the City. When formal notification is received by the City, applicable steps will be taken, projects/activities planned, City Council approval obtained, and proper public notification and documents filed, as appropriate.

Fiscal Year (FY) 2009-2010 Estimated Resources		
Resource	Planned Uses	Projected Expenditure
<i>Federal Programs</i>		
CDBG	Capital Projects	\$802,520
	Public Services	185,197
	Program Administration	246,929
HOME	CHDO Set-aside [Acquisition/Rehab Activities]	\$704,889
	Program Administration	78,320
Section 8	Rental Assistance (FY 2008)	\$ 6,693,255
Section 811		\$ 0
MCC		\$ 0
<i>Total Federal</i>		\$ 8,711,110
<i>State Programs</i>		
<i>Total State</i>		\$ 0
<i>Local Programs</i>		
20% Set-aside	Redevelopment Housing Fund	\$ 8,580,000
<i>Total Local</i>		\$ 8,580,000
Total Resources		\$17,291,110

The Action Plan is updated on an annual basis, and is bound as a separate document from the 2008-2013 Consolidated Plan.

F. EVALUATION OF PAST PERFORMANCE

The City of Burbank will measure performance using Table V-2 in the Strategic Plan - the 2008-2013 Statement of Objectives - which projects the City's outputs and outcomes for CDBG and HOME. The City prepares the Consolidated Annual Performance Evaluation Report (CAPER) which captures progress towards meeting needs and achieving strategies. Through the monitoring of performance measures, City staff is able to identify operational improvements in its program activities.