

**CITY OF MARYSVILLE**

**EXECUTIVE SUMMARY FOR ACTION**

**CITY COUNCIL MEETING DATE: September 8, 2014**

<b>AGENDA ITEM:</b> CDBG – Program Year 2013 Consolidated Annual Performance and Evaluation Report (CAPER)	<b>AGENDA SECTION:</b> Public Hearing	
<b>PREPARED BY:</b> Amy Hess, Assistant Planner	<b>APPROVED BY:</b>	
<b>ATTACHMENT:</b> Program Year 2013 Draft CAPER		
	MAYOR	CAO
<b>BUDGET CODE:</b>	<b>AMOUNT:</b>	

**DESCRIPTION:**

As a recipient of CDBG Program funding, the City of Marysville is required to submit to the U.S. Department of Housing and Urban Development (HUD) a Consolidated Annual Performance and Evaluation Report (CAPER) for Program Year (PY) 2013, or the second year of the City’s Five Year Consolidated Plan for 2012-2016. The City of Marysville Community Development Department is responsible for preparing and organizing the CAPER as the administrator of the CDBG Program.

The CAPER provides HUD and the residents of the City an opportunity to evaluate the overall progress of the CDBG Program in carrying out priorities and specific objectives identified in the Consolidated Plan and PY2013 Annual Action Plan. It also describes actions, changes and accomplishments during PY2013 resulting from the CDBG Program funded through HUD.

On August 21, 2014 the Community Development Department provided notice that the City would be accepting written and oral comments from the public prior to and at a Public Hearing scheduled for September 8, 2014. Comments were required to be received on, or before, September 5, 2014.

**RECOMMENDED ACTION:**

Approve the Program Year 2013 Consolidated Annual Performance and Evaluation Report and direct Staff to provide a summary of, and response to any comments received during the public hearing into the Report, and forward to the U.S. Department of Housing and Urban Development.

**COUNCIL ACTION:**



# CDBG - PROGRAM YEAR 2013 CAPER

Consolidated Annual Performance and Evaluation Report  
Community Development Department ♦ 80 Columbia Avenue ♦ Marysville, WA 98270  
(360) 363-8100 ♦ (360) 651-5099 FAX ♦ Office Hours: Mon - Fri 7:30 AM - 4:00 PM

## GENERAL

### Executive Summary

The city's second CDBG Program Year (PY) was 2013. The city's fiscal year (FY) for the CDBG Program is July 1 through June 30.

As a recipient of CDBG Program funding, the City of Marysville is required to submit to the U.S. Department of Housing and Urban Development (HUD) a Consolidated Performance and Evaluation Report (CAPER) for Program Year (PY) 2013, or the second year of the City's Five Year Consolidated Plan for 2012-2016. The City of Marysville Community Development Department is responsible for preparing and organizing the CAPER as the administrator of the CDBG Program reflected in this document.

The CAPER provides HUD and the residents of the City an opportunity to evaluate the overall progress of the CDBG Program in carrying out priorities and specific objectives identified in the Consolidated Plan and PY2013 Annual Action Plan. It also describes actions, changes and accomplishments during PY2013 resulting from the CDBG Program funded through HUD.

In pursuing the strategies and objectives outlined in the Consolidated Plan, the City anticipates increasing the affordability of decent rental and owned housing units for Marysville's low- and moderate-income residents, as well as the availability and accessibility of decent housing for people who are homeless or have special needs. The availability, accessibility, and sustainability of a suitable living environment for low- and moderate-income residents should increase due to infrastructure and public facilities improvements and support for public services, support for employment-related public services, and economic development should enhance the availability and accessibility of economic opportunities for those in need. Additional details regarding specific objectives and outcomes can be found in Section 6 of the Consolidated Plan.

In Program Year 2013, the City of Marysville received \$323,711 in CDBG formula grant funding to assist it in addressing the needs and priorities of the city. The city approved the allocation of funding to eleven (11) subrecipients to carry out community development activities in attaining the goals and objectives from the Five Year Consolidated Plan for 2012-2016. Table 1 identifies all of the CDBG activities awarded funding for PY2013. CDBG funds have been obligated through the execution of subrecipient agreements for the activities identified in Table 1, with the exception of Mercy Housing Northwest, as explained below and for Planning and Administration.

**Table 1: PY2013 Allocation of CDBG Funds**

<b>Organization</b>	<b>Activity</b>	<b>PY 2013 Allocation</b>
<b>AFFORDABLE HOUSING</b>		
Senior Services of Snohomish County	Minor Home Repair	\$64,367.00
Housing Hope	Playground Rehabilitation	\$28,094.00
<b>HOMELESS</b>		
Housing Hope	"Beachwood Apartments" Supportive Services – Homelessness	\$9,800.00
<b>NON-HOMELESS SPECIAL NEEDS</b>		
Mercy Housing NW	Senior Housing Supportive Services	\$3,700.00
Catholic Community Services	Volunteer Chore Services	\$9,000.00
<b>COMMUNITY DEVELOPMENT - INFRASTRUCTURE</b>		
City of Marysville PW	10 <sup>th</sup> Street Sidewalk Improvements	\$20,000.00
<b>COMMUNITY DEVELOPMENT – PUBLIC FACILITIES</b>		
City of Marysville Parks	Comeford Park Improvement	\$50,000.00
Quilceda Community Services	Willow Place Upgrades	\$23,250.00
Marysville Boys & Girls Club	Kitchen Improvements	\$10,000.00
City of Marysville Parks	Jennings Park Restroom Renovation	\$28,000.00
<b>COMMUNITY DEVELOPMENT – PUBLIC SERVICES</b>		
Marysville Food Bank	"Backpack Program"	\$6,000.00
Domestic Violence – Legal Advocacy	Legal Services	\$7,500.00
<b>PLANNING AND ADMINISTRATION</b>		
City of Marysville	Planning and Administration	\$64,000.00
<b>TOTAL</b>		<b>\$323,711.00</b>

## General Questions

Eleven (11) subrecipient agreements have been executed, obligating \$256,011 of PY2013 CDBG funding in addition to the \$64,000 for Planning and Administration. One of the subrecipients notified the City after being awarded funds that they would not be able to act as a grantee for PY2013 due to the challenge of raising private funds to supplement the CDBG award. This subrecipient was Mercy Housing, which was awarded \$3,700.00. Because of the late notice, the City was not able to reallocate those funds.

The eleven (11) activities which moved forward include the following subrecipients as listed in Table 1: Senior Services of Snohomish County, Housing Hope (Playground Rehabilitation), Housing Hope (Housing and Supportive Services), Catholic Community Services, City of Marysville Public Works (10<sup>th</sup> Street Sidewalk Improvement), City of Marysville Parks (Comeford Park Improvements), Quilceda Community Services, Boys & Girls Club of Snohomish County, City of Marysville Parks (Jennings Park Restroom Renovation), Marysville Food Bank and Domestic Violence Services of Snohomish County.

**Table 2: FY2013 CDBG Program Objectives/Outcomes/Goals**

Organization	Activity	Objective	Outcome	National Objective	HUD Matrix Code	PY 2013 Goal
<b>AFFORDABLE HOUSING</b>						
Senior Services of Snohomish County	Minor Home Repair	Decent Housing	Affordability	AHO-1 AHO-2	14A	60 Housing Units
Housing Hope	Playground Rehabilitation	Suitable Living Environment	Affordability	AHS-2 AHO-3	05	1 housing unit
<b>HOMELESS</b>						
Housing Hope	"Beachwood Apartments" Supportive Services - Homelessness	Decent Housing	Affordability	HMO-2	05	70 individual
<b>NON-HOMELESS SPECIAL NEEDS</b>						
Catholic Community Services	Volunteer Chore Services	Suitable Living Environment	Availability Accessibility	SNO-1	05A	95 individuals
<b>COMMUNITY DEVELOPMENT - INFRASTRUCTURE</b>						
City of Marysville PW	10 <sup>th</sup> Street Sidewalk Improvements	Suitable Living Environment	Availability Accessibility	INO-1	03L	1,000 individuals

Organization	Activity	Objective	Outcome	National Objective	HUD Matrix Code	PY 2013 Goal
<b>COMMUNITY DEVELOPMENT – PUBLIC FACILITIES</b>						
City of Marysville Parks	Comeford Park Improvement	Suitable Living Environment	Availability Accessibility	PFO-1	03F	1 Public Facility
Quilceda Community Services	Willow Place Upgrades	Suitable Living Environment	Availability Accessibility	CDS-1 PFO-3	05B	1 facility
Marysville Boys & Girls Club	Kitchen Improvements	Suitable Living Environment	Availability Accessibility	PFO-3	03D	1 Public Facility
City of Marysville Parks	Jennings Park Restroom Renovation	Suitable Living Environment	Availability Accessibility	PFO-3	03F	1 public facility
<b>COMMUNITY DEVELOPMENT – PUBLIC SERVICES</b>						
Marysville Food Bank Domestic Violence – Legal Advocacy	“Backpack Program”	Suitable Living Environment	Availability Accessibility	PSO-2	05W	60 individuals
	Legal Services	Suitable Living Environment	Availability Accessibility	PSO-2	05G	100 individuals

Of the Public Services projects, three exceeded their goals, and one fell short of its goal by only four individuals. Of the Capital Facilities projects, one project was completed (10<sup>th</sup> Street), one anticipates completing the first phase (Beachwood), one made additional progress towards total project completion (Comeford), one is still in the initial stages (Jennings), and that last far exceeded its goals.

To date, in Program Year 2013, \$180,667.00 has been expended by the City of Marysville CDBG Program. The activities and operations of these organizations have been vital to the city fulfilling its goals and objectives in assistance to Homeless Needs and Community Development Needs. There are multiple capital projects which are still under construction.

During PY2013, \$92,461.00 of CPD formula grant funds were spent on grant activities under the **Affordable Housing** strategy.

**Goal I: Enable Homeowners to remain in their homes, primarily benefiting senior, persons with disability, and very low-income persons.**

- The City of Marysville allotted \$64,367 of its annual CDBG allocation for the rehabilitation of approximately 60 residential units.
- Another \$28,094 of the CDBG Affordable Housing Strategy funds was allotted to renovate and upgrade the play structure at a facility which serves at-risk homeless families.

During PY2013, \$9,800 of CPD formula grant funds were spent on activities under the **Homeless Needs** strategy.

**Goal I: Work to reduce and end homelessness.**

- The City allocated \$9,800 of CDBG funds that provided supportive services that address the needs of the homeless population.

Specifically, funds were utilized by the organization for transitional housing with supportive services and permanent supportive housing to aid families in the transition to self-sufficiency. In PY2013, 95% of those served by these funds were able to maintain their housing or obtain other permanent stable housing. One hundred percent of those served increased their ability to obtain and maintain employment. One hundred percent of adults with a long-term disability served by these funds completed steps towards securing disability related income. All of the goals set by this agency were not only met, but surpassed.

- Using the CDBG funds available, the City will continue to work to reduce and work toward ending homelessness in Marysville by providing funds to nonprofit organizations such as Housing Hope that provide transitional housing with supportive services for families.

During PY2013, \$9,000.00 of CPD formula grant funds were spent on grant activities under the **Non-homeless Special Needs** strategy.

**Goal I: Support an environment that allows special needs populations to safely live with dignity and independence.**

- The City of Marysville originally allotted a total of \$12,700.00 of its annual CDBG allocation to assist approximately 130 individuals. After the application and award process, the City was notified that one of the subrecipients would not be able to act as a grantee for PY2013 due to the challenge of raising private funds to supplement the CDBG award. This subrecipient was Mercy Housing Northwest, which was awarded \$3,700.00.

To address the housing and supportive service needs of persons who are not homeless, the City proposes providing funds to nonprofit organizations that serve seniors, persons with disabilities, victims of domestic violence, and persons with chemical dependency issues. During PY2013, \$9,000.00 was expended which allowed 26 senior and disabled residents to receive services which allowed them to retain their current housing and reduce the feeling of isolation. Though the Catholic Community Services goal was not met, strides were made towards increasing awareness of their services to residents through promoting Chore Services on the City website as well as the public access cable channel.

During PY2013, \$144,750.00 of CDBG grant funds were spent on activities under the **Community Development Needs** strategy.

**Goal I: Promote a suitable living environment, dignity, self-sufficiency, and economic advancement for low- and moderate-income persons.**

- The City provided a total of \$98,000.00 of CDBG funds to provide improvements at two public facilities and infrastructure

improvements in low/moderate-income areas addressing gaps.

- The City allotted \$33,250.00 to aid in rehabilitation of two privately owned facilities in low- and moderate income areas.
- The City allotted \$13,500.00 of CDBG funds to support programs that provide homeless, special needs, and low-income populations with basic needs and access to essential services.

The City received more federal funding than originally anticipated for the 2013 program year. These additional funds triggered the need to amend the PY2013 Annual Action Plan, which delayed the actual receipt and availability of funds. The Amended Action Plan was approved by City Council on November 12, 2013. This delay, coupled with the shut-down of the Federal government, contributed to the delay executing subrecipient agreements and the ability to expend federal funds.

Based on the experiences of this program year, it has come to our attention that additional emphasis needs to be placed on monitoring subrecipients and ensuring timely use of awarded funds as well as timely submittal of reports.

The "Analysis of Impediments to Fair Housing Choice" (AI) is required by the U.S. Department of Housing and Urban Development (HUD) of all state and local governments receiving housing and community development funds. The City of Marysville is included in Snohomish County Urban Consortium's Analysis of Impediments to Fair Housing Choice (AI) dated September 14, 2012 for certain HUD programs. The AI was prepared for Snohomish County Human Services Department by BBC Research and Consulting. This analysis concluded that the major impediments to fair housing opportunities in Snohomish County and the City of Marysville included the lack of information and referrals of housing complaints to appropriate agencies; a likely pattern of discrimination against people with disabilities; limited transit options for low income, disabled, senior residents and refugees; and a likely pattern of mortgage lending discrimination against people of color.

The City works to raise public awareness and understanding of fair housing choice by posting brochures and resources in public City spaces, displaying educational posters, and providing information on the City's website. Outreach and education materials are also available thru the Housing Authority of Snohomish County's (HASCO) webpage.

The City has taken steps to improve knowledge of and access to resources related to Fair Housing utilizing its website as well as the public access cable channel.

During the 2013 program year, the City worked to reduce barriers to affordable housing by awarding CDBG funds to projects that help develop or maintain decent and safe affordable housing for low-to-moderate income persons in our community. The City adopted updated Residential Density Incentives which allow developers increased density in exchange for rental housing permanently priced to serve nonelderly low-income households (i.e., no greater than 30 percent of gross income for household at or below 50 percent of Snohomish County median income, adjusted for household size) or designed and permanently priced to serve low-income senior citizens (i.e., no greater than 30 percent of gross income for one- or two-person households, one member of which is 62 years of age or older, with incomes at or below 50 percent of Snohomish County median income, adjusted for household size). Though current projects in the City utilizing these incentives were not funded by CDBG, it is promising that progress is being made in Marysville to provide more affordable housing.

The City continues to coordinate with Community Transit and the Puget Sound Regional Council to ensure local housing strategies are coordinated with local and regional transportation planning strategies to ensure to the extent practicable that residents of affordable housing have access to public transportation.

The City will continue to pursue the Lead-based Paint Strategy and Anti-poverty Strategy as described in the Strategic Plan to evaluate and reduce the number of housing units containing lead-based paint hazards and reduce the number of poverty level families.

Beginning in PY2014, the City will be developing a Straight Deferred Payment Loan Program for future program years to provide loans for very low-income homeowners (at or below 50% of median income) to improve the health and safety of their homes.

The City has actively sought funding sources in addition to CDBG to leverage its resources.

## **Managing the Process**

The City monitors the performance of the Subrecipient against goals and performance standards throughout the year. Projects funded by the City are expected to maintain high standards. Performance reports are reviewed by the Citizens Advisory Committee (CAC). Standards and procedures are further outlined below:

- The City will monitor projects closely to ensure that Subrecipient staff members have a good understanding of contractual requirements, project and fiscal administration, performance standards, recordkeeping, and reporting. Issues that need clarification will be addressed.
- All projects will be monitored. Projects that need guidance in achieving performance measures or adhering to contractual requirements will receive technical assistance. Subrecipient staff will be required to attend a meeting with City staff, and/or will receive an on-site monitoring visit.
- Monitoring concerns/findings will be reviewed with Subrecipient staff and documented in writing.
- When applicable, corrective action will be required on a timely basis. Additional time for corrective action may be allowed on a case-by-case basis.
- Subrecipients will be required to provide supporting documentation verifying that deficiencies have been corrected.
- Failure to take corrective action could lead to the withholding or loss of funding to a subrecipient.

Quarterly Reports submitted by subrecipients are reviewed when submitted to be sure that progress is being made towards each entities specific goals. Staff also monitors compliance when subrecipients submit requests for reimbursement. By monitoring the Subrecipients activities on a regular basis, the City is able to keep abreast of progress towards goals and performance and ultimately enable program and comprehensive plan compliance.

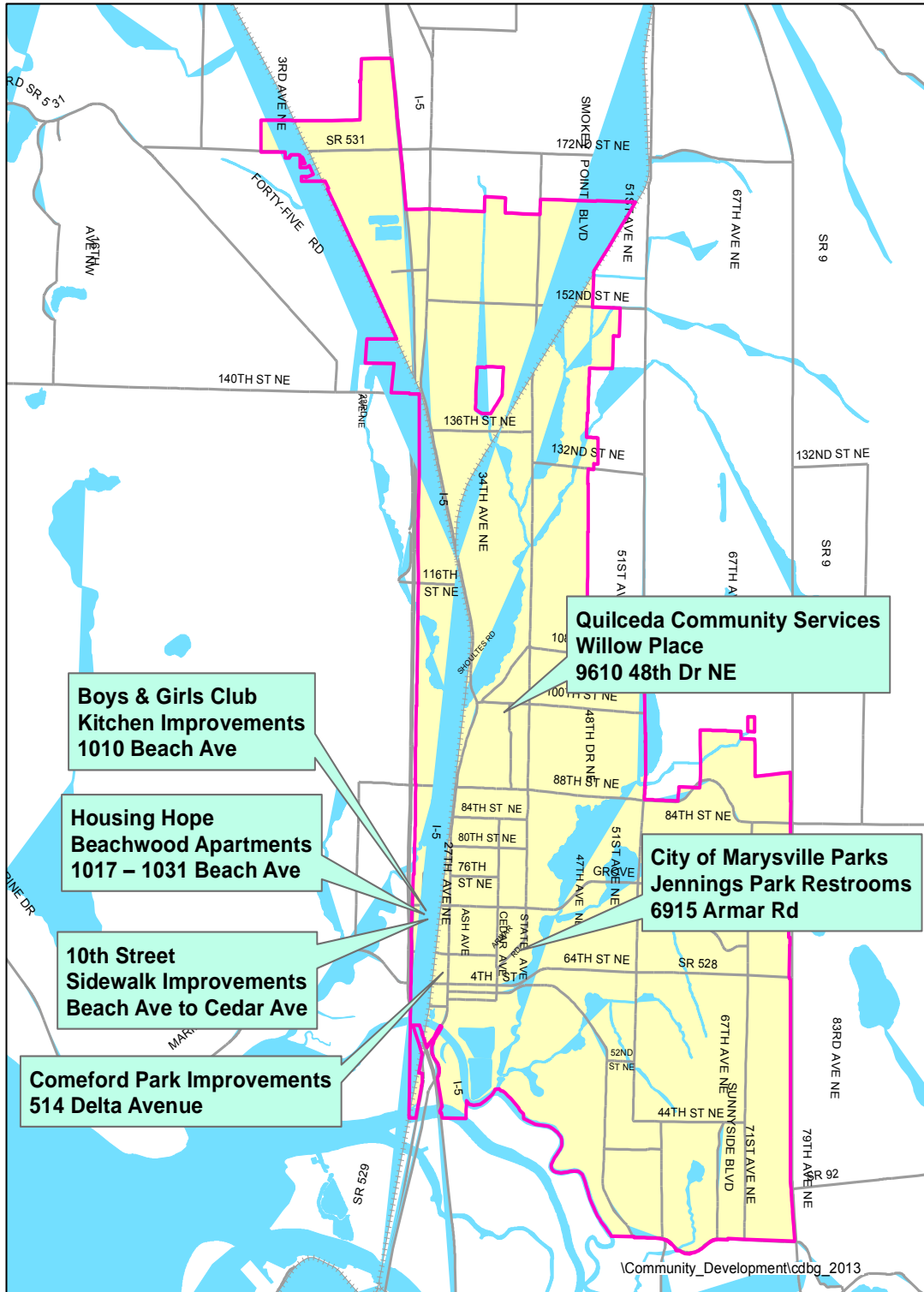
## **Citizen Participation**

There were no public comments received during the 30-day public review process, nor at the public hearing held before Marysville City Council on November 12, 2013. The City continues to use its citizen participation process to solicit public comments on local priorities



and objectives for CDBG funds and to receive feedback on progress made towards meeting the local strategies and objectives. Concurrently, with the adoption of the Consolidated Plan, the City adopted Chapter 2.92 MMC, creating a 9-member Citizen Advisory Committee (CAC) for Housing and Community Development to enhance the level of guidance from the community, enhance coordination between public and nonprofit agencies, and support further development of the institutional structure. The CAC is an integral part of the review and decision making process as related to awarding CDBG funds as well as communicating the program throughout the city.

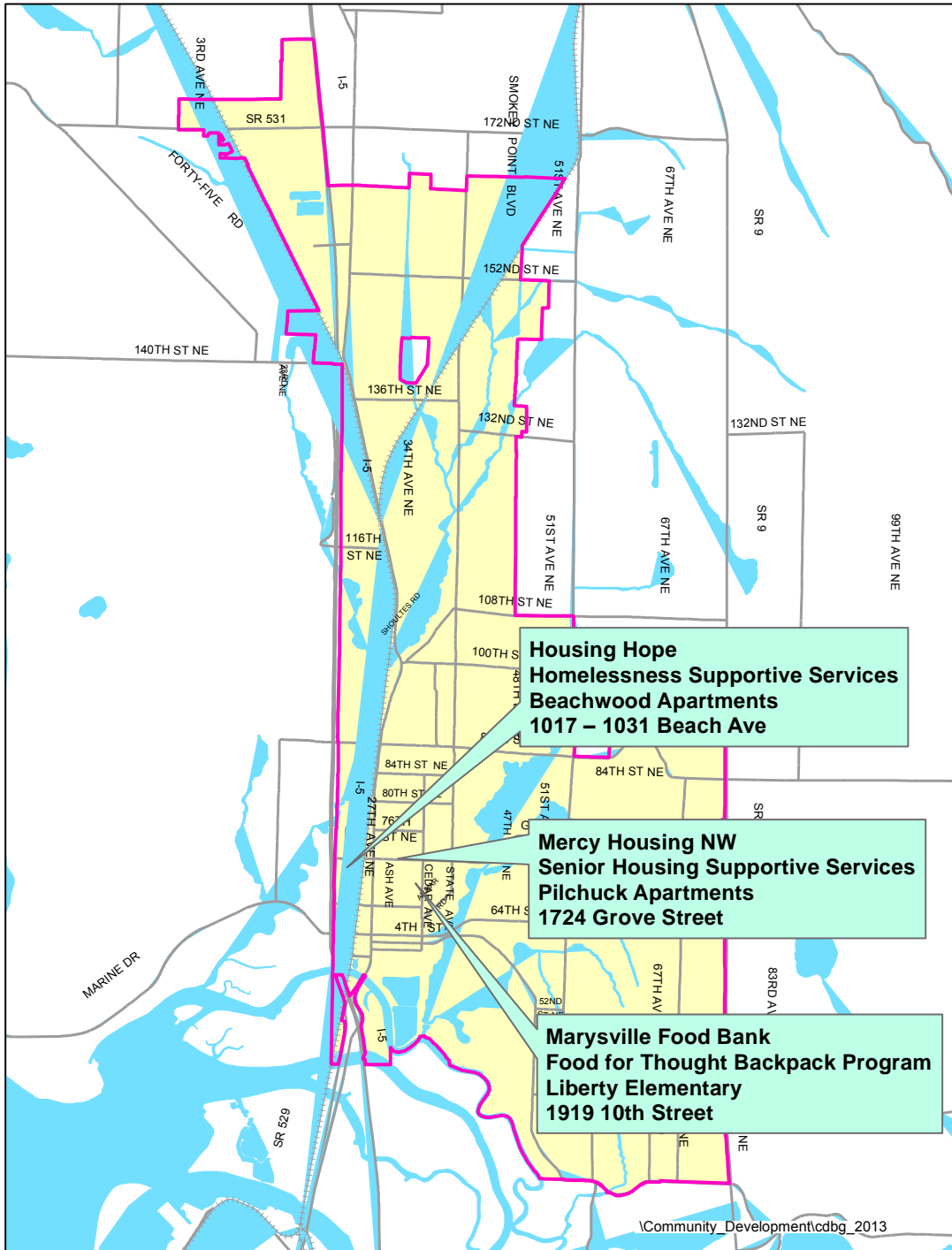
**Figure 1: Program Year 2013 – Capital Projects**



**CAPITAL PROJECTS LOCATED CITY-WIDE**

<sup>1</sup>Senior Services of Snohomish County – Minor Home Repair

**Figure 2: Program Year 2013 – Public Services Projects**



**PUBLIC SERVICES LOCATED CITY-WIDE**

<sup>1</sup>Catholic Community Services – Volunteer Chore Services

<sup>2</sup>Domestic Violence Services of Snohomish County – Legal Advocacy Services

## **Institutional Structure**

The city works directly with the implementing agencies identified in its 2012-2016 Consolidated Plan to help coordinate their efforts and attempt to identify and fill any gaps in the existing delivery system that may hamper optimal implementation of CDBG funded activities.

The City was contacted by a subrecipient concerned that the community might not be aware of their services. To remedy this, the City posted the agency on our *Community Resource Webpage* as well as on our public access cable channel.

The City has also taken steps to increase communication related to the CDBG application process. A brochure was created which highlights the ways in which CDBG funds have been utilized to enhance the community as well as how other private industry, nonprofit organizations, community and faith-based organizations, philanthropic organizations, and public institutions can apply for CDBG funds.

## **Monitoring**

On June 1, 2012, Grant Applications were released for PY2012-2013. HUD notified the City that the total amount of CDBG funding available to the City would exceed what was initially anticipated. On August 5, 2013 Grant Applications were released for the additional funds. A public hearing for review and approval of the Grant Applications was held on September 17, 2013. Technical Assistance is available to applicants and includes answering questions about CDBG regulations, discussing the proposed project, or services, compliance with program regulations and City policies, reviewing the application requirements, and determining an applicant's project's, or services, potential eligibility for funding. Applications received on or before the deadline were reviewed for completeness, eligibility, and scored and rated as to how well they met the established goals and criteria. The Citizen Advisory Committee reviews applications and conducts interviews with applicants before making a funding recommendation to the City Council. The final recommendations are included in the Action Plan.

Organizations selected to provide services utilizing CDBG funds sign a subrecipient agreement which outlines roles and obligations of the City and subrecipient, and provides a framework for monitoring. Organizations awarded funds are required to provide quarterly reports as well as other reports throughout the year as determined by the specific type of project. All CDBG funded activities which qualify under Low/Mod Limited Clientele (LMC) benefit are required to collect data and report the number of clients served by income, race and ethnicity.

The City provides technical assistance throughout the completion of the activity to ensure that program requirements are being met and funds are expended in a timely way, and is implementing a policy of conducting at least one on-site review prior to close-out ensuring that projects under contract are meeting identified goals and outcomes. All subrecipients monitored have been very responsive to suggestions from staff to strengthen their programs and improve procedures. We continue to work with organizations who have been awarded funds but for various reasons have been unable to move forward with their project.

Based upon review of the City's performance and accomplishments during the past year, the City is meeting the objectives outlined in the 2012-2016 Consolidated Plan. The City has taken an active role addressing the special needs populations within the community. The

City actively pursued the resources identified in its 2012-2016 Consolidated Plan and 2013 Annual Action Plan that it would use to carry out the programs and activities. Target populations were assisted in ways which allowed them to increase the safety and livability of their homes, as well the availability of training and resources to enable them to obtain and maintain jobs and more permanent income and housing. Facilities for target populations were awarded funds which enabled them to improve their function and accessibility in the community.

The City was able to increase funding and fund additional agencies that assist low-moderate income populations and special needs populations. Based on reports obtained as a result of monitoring, we were able to see that many of the agencies funded actually surpassed their goals.

The Food for Thought Backpack Program has been extremely effective in addressing childhood hunger issues in Marysville. The program greatly exceeded its goal of serving 42 low-moderate income students meals; a total of over 7,000 meals were served. The minor home repair and chore services programs were both very successful in serving senior and special needs populations and enabling them to remain in their homes and feel less isolated. The 10<sup>th</sup> Street Sidewalk Improvement project addressed a gap in infrastructure in a low income neighborhood, provided a safer way for users to reach the Boys & Girls Club as well as athletic fields in the neighborhood. The Comeford Park Improvement Project completed one phase and opened a Spray Park in a low income neighborhood which can be used by neighbors free of charge. The improvements to this park have been a great asset to the neighborhood.

During PY 2013, the City of Marysville continued to evaluate its processes to assure adherence to Federal regulations as it administers Federal funds. The City feels it is adhering to and making progress in implementing the 2012-2016 Consolidated Plan through its funding priorities and competitive process. In PY 2013, all activities carried out with CDBG funds benefited low- and very low-income people in Marysville.

Currently, the City is considered timely in funding distribution per HUD guidelines. Most projects funded with CDBG funds continue on schedule and with adequate progress, and on budget. City Staff keeps a close eye on capital projects that are not specifically required by regulation to be completed within a certain timeframe. When there are delays, staff ensures there is adequate progress and assurance the project will reach successful completion. Major goals of both the Consolidated Plan and individual projects identified in the City's Annual Action Plan are being met in a timely manner.

The City reviews all projects included in its Annual Action Plan. Any substantial change to a project scope or amount of funds is processed as an amendment to the Action Plan and follows the public notification requirements of the Citizen Participation Plan. There was one substantial amendment made to the 2013 Action Plan due to the increase in funding available to the City. The Amended PY2013 Annual Action Plan was approved by City Council on November 12, 2013.

There were delays in the City of Marysville Parks Department Comeford Park Improvement project, because the contract bidding and award process did not follow federal regulations. The spray park construction phase of the Comeford Park Improvement project was completed on schedule and opened in June 2014, however, federal funds were not utilized for this phase. Federal funds will be utilized to finalize the project which includes construction of additional parking, in order to alleviate the parking demand and remove barriers in order to provide ADA access to the park. Construction of additional parking and

barrier free improvements has been stalled due to the opening of the spray park. The spray park will be closed after Labor Day and construction activities will resume in order to finalize the project. The Parks Department anticipates completing the final phase by October 30, 2014.

A miscommunication occurred between the Marysville Boys and Girls Club and they were not aware that they had been awarded funds, thus no progress was made until the City contacted them to get a status update in June 2014. Once this oversight was pointed out, the subrecipient moved quickly to re-instate the project and get it moving. They estimate the project to be completed by September 15, 2014.

The City of Marysville Parks Department Jennings Park Renovation project was not able to make progress due to the number and extent of other projects. The Department will be moving forward with the project in the fall of 2014 and anticipates completion by October 30, 2014.

The Willow Place Upgrade project being carried out by Quilceda Community Services also experienced a bit of delay in getting off the ground due to the late release of funds and the contracting and bidding process. The anticipated completion date is \_\_\_\_\_, 2014.

The first phase of a playground rehabilitation at the Beachwood Apartment Complex, which serves homeless and at-risk for homelessness families, was also delayed in initiating the project due to the delay in receipt of funds and the contracting and bidding process. The anticipated completion date for the project is \_\_\_\_\_, 2014.

Table 3 below depicts how funds committed to each subrecipient as well as what has been expended as of the date of this report.

**Table 3: FY2013 CDBG Program Expenditures**

Organization	Activity	Amount Committed	Amount Expended
<b>AFFORDABLE HOUSING</b>			
Senior Services of Snohomish County	Minor Home Repair	\$64,367.00	\$64,367.00
Housing Hope	Playground Rehabilitation	\$28,094.00	\$0.00
<b>HOMELESS</b>			
Housing Hope	"Beachwood Apartments" Supportive Services - Homelessness	\$9,800.00	\$0.00
<b>NON-HOMELESS SPECIAL NEEDS</b>			
Mercy Housing Northwest	Services for Seniors and Persons with Disabilities	\$3,700.00	withdrawn
Catholic Community Services	Volunteer Chore Services	\$9,000.00	\$9,000
<b>COMMUNITY DEVELOPMENT - INFRASTRUCTURE</b>			
City of Marysville PW	10 <sup>th</sup> Street Sidewalk Improvements	\$20,000.00	\$20,000.00

Organization	Activity	Amount Committed	Amount Expended
<b>COMMUNITY DEVELOPMENT – PUBLIC FACILITIES</b>			
City of Marysville Parks	Comeford Park Improvement	\$50,000.00	\$0.00
Quilceda Community Services	Willow Place Upgrades	\$23,250.00	\$0.00
Marysville Boys & Girls Club	Kitchen Improvements	\$10,000.00	\$0.00
City of Marysville Parks	Jennings Park Restroom Renovation	\$28,000.00	\$0.00
<b>COMMUNITY DEVELOPMENT – PUBLIC SERVICES</b>			
Marysville Food Bank	“Backpack Program”	\$6,000.00	\$6,000.00
Domestic Violence – Legal Advocacy	Legal Services	\$7,500.00	\$7,500.00
<b>PLANNING AND ADMINISTRATION</b>			
City of Marysville	Planning and Administration	\$64,000.00	\$64,000.00

## Lead-based Paint

The City requires subrecipients to notify clients of hazards of lead-based paint. These requirements are outlined in the Subrecipient Agreement. The subrecipient achieves this by giving each client a Lead Based Paint pamphlet and having them sign an acknowledgment of receipt. These documents are available for review upon HUD’s request. This document is added to each client’s permanent file. In addition, each client file folder has the below acknowledgment for staff:

- Home built after 1978 - LBP Requirements are not required.
- Home built before 1978 - Each work order will include the following statement:  
*"The repair work  does not exceed  exceeds the threshold necessary for additional LBP testing. (If the work exceeds the threshold, and CDBG funds will be utilized, the necessary requirements will be followed and documented.)"*

Lastly, included in their Program Guidelines Manual, are specifics of the hazards lead-based paint poses, how it can become airborne, HUD’s regulations, and the subrecipient’s specific practices for dealing with lead-based paint. The City has access to these client files upon monitoring visits.

## **HOUSING**

### **Housing Needs**

The city allocated CDBG funding to two non-profit housing agencies which provide rehab assistance and chore services to low- to- moderate income households. These programs help recipients remain in their homes by completing repairs and chores which would otherwise not be addressed. Without necessary repairs and maintenance, the livability of some of the units could be affected.

Funds were also awarded to an agency which provides affordable housing and comprehensive services to individuals and families experiencing or at risk of homelessness. The project services 20 families (70 individuals) living at the Beachwood Apartment complex in the city. All households are low to extremely low income. The goals of the project are to maintain permanent housing, increase life skills and increase earned income.

### **Specific Housing Objectives**

In pursuing the strategies and objectives outlined in the 2012-2016 Consolidated Plan, over the next four years, the City anticipates increasing the affordability of decent rental and owned housing units for Marysville's low- and moderate-income residents, as well as the availability and accessibility of decent housing for people who are homeless or have special needs.

In the first two Program Years, the availability, accessibility, and sustainability of a suitable living environment for low- and moderate-income residents has increased due to infrastructure and public facilities improvements, support for public services, employment-related public services, and economic development which enhanced the availability and accessibility of economic opportunities for those in need. Allotted funds facilitated a park rehabilitation project at Comeford Park consisting of upgrades including the opening of a Spray Park; a project located within a multi-family housing complex which serves homeless, and at-risk of homelessness families, completed the first phase of a playground remodel as well as securing funding and beginning the contracting process for the second phase in PY2013. An additional park rehabilitation project was able to be funded with the additional funds the City received. The planned upgrades and improvements at the Willow Place facility will increase the availability of recreational activities to those with disabilities. These projects improved the availability, accessibility, and sustainability of suitable living environments for low- and moderate-income residents.

### **Public Housing Strategy**

Housing Authority of Snohomish County (HASCO) provides affordable housing, enhances quality of life, and builds safer and stronger communities. The Housing Authority provides informational materials to residents on public transportation, specialized transportation, employment Assistance, VAWA, and more.

The City works in conjunction with HASCO to achieve its public housing goals. HASCO owns 354 rental units in the City, 84 of which serve senior/disabled households and 10 serve homeless families with children.



Case Managers visit residents weekly at the facility Marysville CDBG funds aid in supporting, Beachwood Apartments. Case managers address daily problems, reinforce successes and offer guidance including basic education, access to child support, legal remedies, quality childcare, and preparation for employment. Residents can utilize rent subsidies they've earned during their successful stay in the Transitional Living Program when they move on to permanent housing.

## **Barriers to Affordable Housing**

The City of Marysville recognizes that there are barriers that prevent access to affordable housing for some populations.

With the financial assistance of PY2013 CDBG funding, Senior Services of Snohomish County and Catholic Community Services are providing housing rehabilitation assistance to homeowners. These activities are ongoing. Housing Hope received CDBG funds and provides services for affordable housing as well as comprehensive services including basic education, employment preparation, and childcare, to individuals and families experiencing or at risk of homelessness.

## **HOMELESS**

### **Homeless Needs**

In PY2013, The City of Marysville awarded CDBG funds a non-profit organization within the community who provide supportive services for those in need, Housing Hope. Housing Hope provides affordable housing and comprehensive services to individuals and families experiencing or at risk of homelessness. The project services 20 families (70 individuals) living at the Beachwood Apartment complex in the city. All households are low to extremely low income. The goals of the project are to maintain permanent housing, increase life skills and increase earned income. Residents can utilize rent subsidies they've earned during their successful stay in the Transitional Living Program when they move on to permanent housing.

No new Federal resources were obtained from Homeless SuperNOFA.

### **Specific Homeless Prevention Elements**

In Program Year 2013, CDBG funds were utilized to fund programs which provide low income seniors and disabled persons with services that improve the safety and livability of their homes. Approximately 60 households benefited from these programs. All of the households served are extremely low-, low-, and moderate-income persons. These services allow residents to remain in their homes in situations where the dwelling would otherwise be rendered un-safe or un-inhabitable due to disrepair.

The city is not a recipient of Emergency Shelter Grants (ESG) or of Homelessness Prevention and Rapid Re-Housing Program (HPRP) funds. Furthermore, the city did not allocate any PY2013 CDBG funding to assist with payments for emergency lodging, rental assistance or mortgage assistance to prevent homelessness.

## **COMMUNITY DEVELOPMENT**

### **Community Development**

The City utilized CDBG funds to provide 10th Street Sidewalk Improvements to improve both pedestrian and traffic safety along 10th Street and Cedar Avenue promoting better access to the Marysville Boys & Girls Club and Cedar Field for those citizens within the community utilizing these facilities. The project included the construction of approximately 475 feet of curb, gutter and sidewalk, including driveway entrances, to fill in missing sidewalk segments on the south side of 10th Street between Cedar Avenue and Beach Avenue. The project also included the construction of bulb-out ramps at the intersection of Cedar Avenue and 10th Street to increase safety with shorter crosswalk distances. This project was completed this in PY2013.

Additional projects included improvements to a local Youth Center two City Parks, and housing assistance to target populations.

The Comeford Park Improvement Project completed the Spray Park component of the overall project. Since it's opening in June of 2014, the Spray Park has been heavily used and has proven to be a great asset to not only the neighborhood, but the City as a whole. The proposed additional improvements will move this project closer to achieving the objective.

The City has complied with all Federal Overlay requirements for all projects and activities undertaken during the 2012/2013 Program Years.

Citizen participation and comments have been solicited through the use of public notices in the local newspaper, direct notification via email to local non-profit collaborations on listserv groups, and mailings to services agencies, service providers, neighborhood groups and other interested parties.

Public meetings and hearings have been held in accordance with the City's Citizen Participation Plan providing an opportunity for community input into what services, projects, or activities the City undertook with Community Development Block Grant funds.

The City has allocated funding to two non-profit housing agencies to perform housing rehabilitation/chore activities. The agencies include Senior Services of Snohomish County and Catholic Community Services. Senior Services served 199 individuals and 77 Households with the \$64,367 of granted CDBG funds. Catholic Community Services was able to serve 26 individuals and 9 Households with \$9,000 they were awarded.

### **Antipoverty Strategy**

CDBG funds were allocated to non-profit organizations which provide service for low and very low income persons, the homeless, and those at risk of becoming homeless. Funding was provided to agencies who provide counseling, transitional housing, employment skills and childcare to low and very low income individuals and families. CDBG funds were committed to activities to maintain and expand the supply of decent, safe, and affordable housing.

## **NON-HOMELESS SPECIAL NEEDS**

### **Non-homeless Special Needs**

Consistent with priority needs identified in the Consolidated Plan, during PY2013 the City provided funding for the following activities that addressed priority special needs populations:

- The City provided CDBG funds to Senior Services of Snohomish County to administer the Home Rehabilitation Program. This Program targets low-income seniors and disabled homeowners in need of minor home repairs which provide them with a safer and healthier living environment.
- The City provided CDBG funds to Catholic Community Services to administer the Chore Services Program to assist low-income seniors and disabled homeowners with chore-level in home services.

Quilceda Community Services provides a specialized recreation program, called Willow Place, for youth and adults with special needs. CDBG funds were awarded to upgrade the safety and accessibility of the facility and serve more individuals. The facility hopes the upgrades and improvements will allow the facility to fill the current 4-day a week program to capacity. Of the currently enrolled 112 participants, 39 are Marysville residents. There is a great need in Marysville for this type of facility.

### **Specific HOPWA Objectives**

The City of Marysville does not directly receive Housing Opportunities for Persons with AIDS (HOPWA) funds as a result the HOPWA needs are unquantifiable.

HOPWA funded programs available to The City of Marysville residents are administered through the City of Seattle, Human Services.