

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: April 11, 2016

AGENDA ITEM: CDBG – Program Year 2015 Annual Action Plan Amendment	AGENDA SECTION: Public Hearing	
PREPARED BY: Chris Holland, Planning Manager	APPROVED BY:	
ATTACHMENTS: 1. Citizen Advisory Committee Recommendation 2. Exhibit A 3. PY2015 Annual Action Plan Amendment Executive Summary		
	MAYOR	CAO
BUDGET CODE:	AMOUNT:	

DESCRIPTION:

On April 14, 2014 Marysville City Council approved a funding recommendation for Program Years (PYs) 2014 and 2015. On May 11, 2015 Marysville City Council approved the 2015-2019 Consolidated Plan, which included the PY2015 AAP.

After working to initiate the “Revolving Loan Program” it became apparent that the City is not able to run this type of program due to current staffing levels and expertise. The funds allocated for this Program for PY2015 were \$99,929. These funds will need to be reallocated to an eligible Capital Project. The reallocation triggers a substantial amendment to the AAP. A substantial amendment is defined as any change in the purpose, a major change in the scope of an activity or a change in the beneficiaries, and the addition of a new activity or deletion of an approved activity.

On January 19, 2016, the CAC held a public meeting at which it was notified that the City would not be able to execute the “Revolving Loan Program” due to the time required to implement and administer this type of program and limited staffing. Staff proposed reallocating PY2014 funds to cover projects which might not be funded with PY2016 funds. The CAC determined that the activities proposed to receive reallocated funds were eligible activities, met a national objective, and complied with the 2015-2019 Consolidated Plan. The CAC made a funding recommendation to City Council to reallocate PY2014 funds originally awarded to the “Revolving Loan Program” as depicted in Exhibit A, and directed to staff to amend the PY2015 Annual Action Plan accordingly, which can be viewed [here](#).

RECOMMENDED ACTION: Approve the amended Program Year 2015 Annual Action Plan and direct Staff to provide a summary of, and response to any comments received during the public hearing into the amended Annual Action Plan, and forward to the U.S. Department of Housing and Urban Development.
COUNCIL ACTION:



CDBG - Program Years (PYs) 2016 & 2017 Funding Recommendation

The Citizen Advisory Committee (CAC) for Housing and Community Development, having held public meetings, on January 5, 2016 and January 19, 2016, in review of Program Years (PY) 2016 & 2017 Community Development Block Grant (CDBG) applications for both Capital Projects and Public Services, in accordance with the City of Marysville 2015 – 2019 Consolidated Plan (ConPlan) that was approved by the U.S. Department of Housing and Urban Development (HUD), and having considered the exhibits and testimony presented, does hereby enter the following findings, conclusions and recommendation for consideration by the Marysville City Council:

FINDINGS:

1. The City of Marysville has anticipated receiving approximately \$345,000 in CDBG funding for PY 2016 & 2017, respectively.
2. On November 17, 2015 the Community Development Department released both capital projects and public service grant applications.
3. A total of eight (8) Capital Project and nine (9) Public Service applications were received.
4. The CAC reviewed each grant application to ensure that each project and service met a national objective, was an eligible activity and met the strategies and objectives identified in the ConPlan.
5. Funding requested in the grant applications for each program year exceeded that of the \$345,000 in anticipated funding from HUD.
6. The CAC held a public meeting on January 5, 2016 allowing each eligible applicant to present their Capital Project and Public Service applications to the CAC.
7. Approximately \$175,361 in Capital Project funds from PY2014 and PY2015 requires reallocation.
8. The CAC held an additional public meeting on January 19, 2016 in order to evaluate each application in accordance with the scoring criteria outlined in the Capital Project and Public Service applications and make a funding recommendation to City Council for PY's 2016 & 2017, as well as reallocation recommendations from PY's 2014 & 2015.

CONCLUSIONS:

At the public meeting, held on January 19, 2016, the CAC recommended funding the Capital Projects, Public Services, and Administration as reflected in the spreadsheet attached hereto as **Exhibit A**.

RECOMMENDATION:

Forwarded to the Marysville City Council as a Recommendation to provide CDBG funding for the Capital Projects, Public Services, and Administration as reflected in the spreadsheet attached hereto as **Exhibit A** this **19th** day of **January, 2016**.

By:

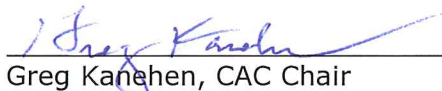

Greg Kanehen, CAC Chair

EXHIBIT A

Organization	Activity	Prior Years Surplus Funding (\$175,361.15)	PY2016 Request	PY2017 Request	Prior Years Surplus - CAC Recommendation	PY2016 CAC Recommendation	PY2017 CAC Recommendation
CAPITAL PROJECTS (65% minimum)							
City of Marysville PW	SR528 Ped Improvement	\$80,000	\$0	\$0	\$80,000	\$0	\$0
Senior Services of Snohomish County	Minor Home Repair	\$0	\$81,000	\$81,000	\$0	\$81,000	\$81,000
City of Marysville PW	Quinn Ave Sidewalk Improvement	\$0	\$80,000	\$80,000	\$0		\$146,000
City of Marysville Parks	Jennings Memorial Barn Renovation	\$25,219	\$0	\$0	\$25,220	\$0	\$0
City of Marysville Parks	Comeford Park Pavilion	\$0	\$66,000	\$0	\$0	\$66,000	\$0
Boys & Girls Club of Snohomish County	Heating Project	\$29,712	\$0	\$0	\$29,700	\$0	\$0
Boys & Girls Club of Snohomish County	Ceiling Project	\$13,288	\$0	\$0	\$13,300	\$0	\$0
Boys & Girls Club of Snohomish County	Paving Project	\$2,610	\$0	\$0	\$2,600	\$0	\$0
City of Marysville	Homeless Housing Allocation	\$24,530	\$0	\$63,250	\$24,540	\$80,000	\$0
TOTAL		\$175,359	\$227,000	\$224,250	\$175,360	\$227,000	\$227,000

Organization	Activity	PY2016 Request	PY2017 Request	PY2016 CAC Recommendation	PY2017 CAC Recommendation
PUBLIC SERVICES \$51,000 (15% maximum)					
Senior Services of Snohomish County	Meals on Wheels	\$12,000	\$12,000	\$15,000	\$15,000
Senior Services of Snohomish County	Mental Health Services	\$12,000	\$12,000	\$0	\$0
Housing Hope	Beachwood Apartments	\$17,658	\$17,658	\$15,000	\$15,000
Marysville Community Food Bank	Food for Thought Backpack Program	\$10,000	\$15,000	\$15,000	\$15,000
WorkForce Snohomish	Disability Employment Initiative	\$26,047	\$26,047	\$0	\$0
Catholic Community Services	Volunteer Chore Services	\$5,150	\$5,300	\$5,000	\$5,000
Boys & Girls Club of Snohomish County	SMART Girls/Passport to Manhood Programming	\$3,610	\$0	\$0	\$0
TOTAL		\$86,465	\$88,005	\$50,000	\$50,000

Organization	Activity	PY2016 Request	PY2017 Request	PY2016 CAC Recommendation	PY2017 CAC Recommendation
ADMINISTRATION (20% maximum)					
City of Marysville	Planning and Administration	\$64,000	\$64,000	\$68,000	\$68,000

PY2016 Anticipated Allocation	\$345,000		\$345,000	
PY2017 Anticipated Allocation		\$345,000		\$345,000

CAC RECOMMENDATION FOR SURPLUS FUNDING

Prior Years Surplus Funding (\$175,361.15)		\$175,360	
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CAC RECOMMENDATION FOR PY2016

PY2016 Capital Projects	\$227,000	65.80%	65% minimum
PY2016 Public Services	\$50,000	14.49%	15% maximum
PY2016 Administration	\$68,000	19.71%	20% maximum
PY2016 TOTAL	\$345,000	100.00%	

CAC RECOMMENDATION FOR PY2017

PY2017 Capital Projects	\$227,000	65.80%	65% minimum
PY2017 Public Services	\$50,000	14.49%	15% maximum
PY2017 Administration	\$68,000	19.71%	20% maximum
PY2017 TOTAL	\$345,000	100.00%	

EXHIBIT A

Unexpended Funds	
PY2015 Revolving Loan	\$99,929
Total to Reallocate	\$99,929

Organization	Activity	PY2015 Funds
City of Marysville PW	SR528 Ped Improvement	\$75,388
	Homeless Housing Allocation	\$24,540
TOTAL		\$99,928

Program Year 2015 Annual Action Plan Amendment

Executive Summary

City of Marysville

Community Development Department

80 Columbia Avenue

Marysville, WA 98270

360.363.8100

marysvillewa.gov



Executive Summary

Each year of the Consolidated Plan, the City is required to develop an Annual Action Plan, which outlines the specific projects and funding allocations for the program year. Funded projects and activities are designed to support the strategies and objectives described in the Strategic Plan.

Annual Action Plan Activities

The City was awarded \$346,629 for Program Year (PY) 2015. The following activities were awarded PY 2015 funds and were included in the 2015 Annual Action Plan (AAP), which is submitted as part of the 2015-2019 Con Plan:

Organization	Activity	PY2015 CAC Recommendation
CAPITAL PROJECTS (65% minimum)		
City of Marysville PW	SR528 Ped Improvement	\$80,000
Senior Services of Snohomish County	Minor Home Repair	\$65,000
City of Marysville	Revolving Loan Program	\$73,300
TOTAL (68.22%)		\$218,300

Organization	Activity	PY2015 CAC Recommendation
PUBLIC SERVICES (15% maximum)		
Domestic Violence – Legal Advocacy	Legal Services	\$15,000
Catholic Community Services	Volunteer Chore Services	\$5,000
Housing Hope	"Beachwood Apartment" Supportive Services - Homelessness	\$17,700
TOTAL (11.78%)		\$37,700

Organization	Activity	PY2015 CAC Recommendation
ADMINISTRATION (20% maximum)		
City of Marysville	Planning and Administration	\$64,000
TOTAL (20.00%)		\$64,000

Annual Action Plan Amendment

On April 14, 2014 Marysville City Council approved a funding recommendation for Community Development Block Grant (CDBG) Program Years (PYS) 2014 and 2015. On May 11, 2015 Marysville City Council approved the 2015-2019 Consolidated Plan, which included a PY2015 Annual Action Plan (AAP).

On January 19, 2016, the Citizen Advisory Committee (CAC) held a public meeting at which they were notified that the City would not be able to expend the \$99,929 allocated to the proposed “Revolving Loan Program” due to a lack in staffing resources needed to administer this type of program. Therefore, these funds will need to be reallocated to an eligible CDBG Capital Project. The reallocation triggers a substantial amendment to the AAP. A substantial amendment is defined as any change in the purpose, a major change in the scope of an activity or a change in the beneficiaries, and the addition of a new activity or deletion of an approved activity.

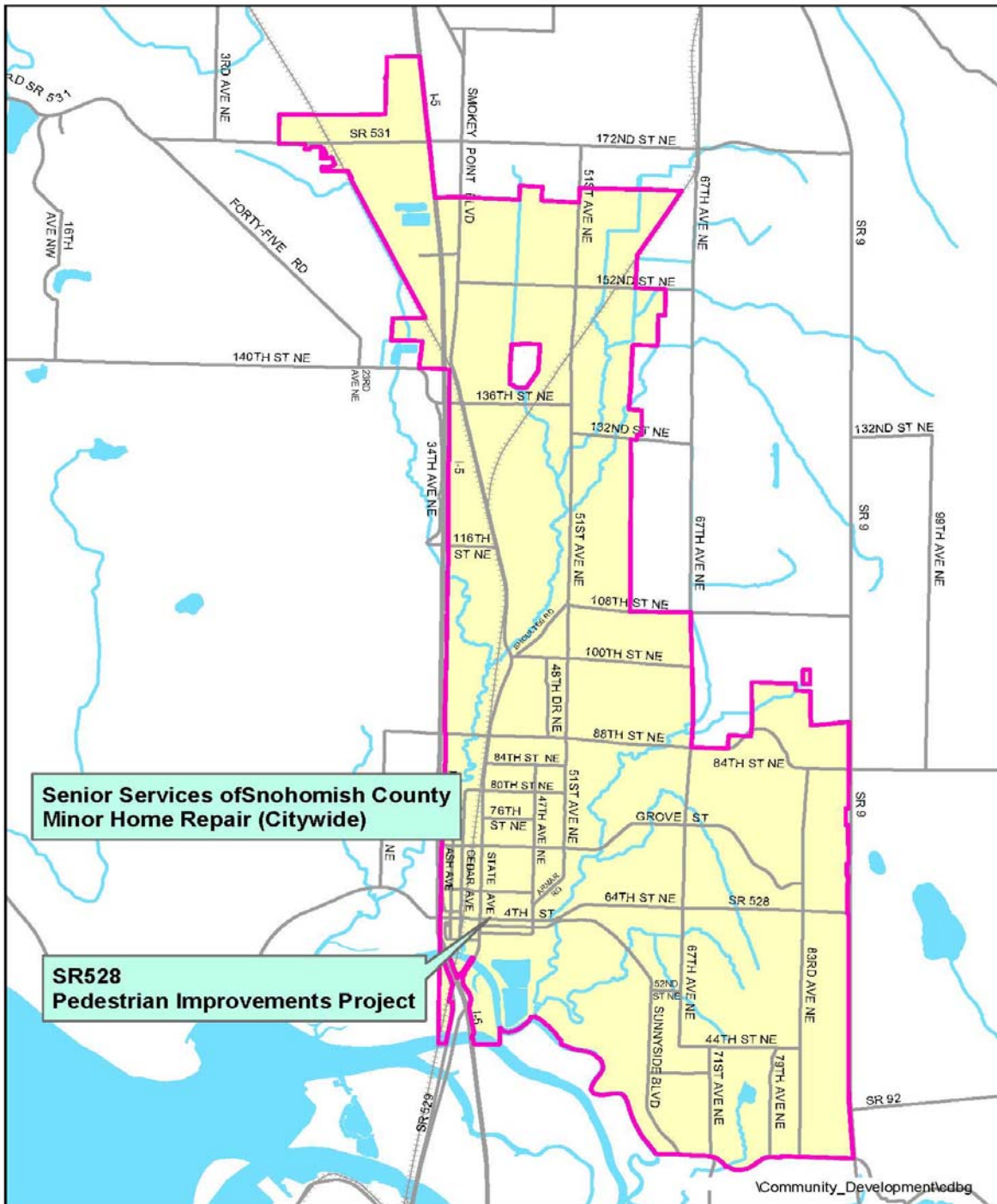
Staff proposed reallocating \$75,388 in PY2015 funds to the SR 528 Pedestrian Improvement Project, rather than allocated PY2016 funds, and allocating \$24,540 in PY2015 funds for a future Homeless Housing Allocation project. The CAC determined that the activities proposed to receive reallocated funds were eligible activities, met a national objective, and complied with the Consolidated Plan. At the January 19, 2016 public meeting the CAC made a funding recommendation to City Council to reallocate PY2015 funds originally awarded to the “Revolving Loan Program” as noted above and as depicted below and directed staff to amend the PY2015 Annual Action Plan.

Unexpended Funds	
PY2015 Revolving Loan	\$99,929
Total to Reallocate	\$99,929

Organization	Activity	PY2015 Funds
City of Marysville PW	SR528 Ped Improvement	\$75,388
	Homeless Housing Allocation	\$24,540
TOTAL		\$99,928

The amendment allowed funds to be utilized for projects which are ready to move forward as soon as agreements are completed. The projects comply with the strategies and objectives outlined in the City’s Consolidated Plan, including availability, accessibility and sustainability of a suitable living environment for low-and moderate income residents, and availability and accessibility of decent housing for people who are homeless or have special needs. Additional public facilities improvements will add to the availability, accessibility and sustainability of a suitable living environment for low-and moderate income residents. All other projects funded for Program Year 2015 are currently underway and funds are being expended. Activities are on target to reach the goals set forth in the application process.

Program Year 2015 – Capital Projects



CAPITAL PROJECTS LOCATED CITY-WIDE

¹Senior Service of Snohomish County – Minor Home Repair

²Homeless Housing Allocation