

**CITY OF MARYSVILLE**

**EXECUTIVE SUMMARY FOR ACTION**

**CITY COUNCIL MEETING DATE: September 10, 2018**

<b>AGENDA ITEM:</b> CDBG – Program Year 2017 Consolidated Annual Performance and Evaluation Report (CAPER)	<b>AGENDA SECTION:</b> Public Hearing	
<b>PREPARED BY:</b> Amy Hess, Associate Planner	<b>APPROVED BY:</b>	
<b>ATTACHMENT:</b> 1. Accomplishment Summary 2. Program Year 2017 Draft CAPER		
	<b>MAYOR</b>	<b>CAO</b>
<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) 2017, or the third year of the City’s Five Year Consolidated Plan for 2015-2019. 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 PY2017 Annual Action Plan. It also describes actions, changes and accomplishments during PY2017 resulting from the CDBG Program funded through HUD.

On August 25, 2018 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 10, 2018. Comments were required to be received on, or before, September 10, 2018. Any additional comments received at the hearing will be incorporated as appropriate.

**RECOMMENDED ACTION:**

Approve the Program Year 2017 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:**

## Community Development Block Grant Program Year 2017 Accomplishment Summary

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). A total of \$334,150.00 was allocated to the City for Program Year 2017 (PY2017) which began July 1, 2017 and ended June 30, 2018. These funds were awarded to subrecipients to carry out Public Service and Capital Facilities Projects.

Of the Public Services projects funded, all exceeded their goals. Of the Capital Facilities projects, one was completed (Quinn Avenue Sidewalk Improvement), and one is in the permitting stages (Homeless Housing Allocation, Cocoon House Colby Ave. Youth Center). The Cocoon House project is a multi-year, multi-agency project. City funds are being utilized for the planning and development stages, while other jurisdictions, including the City of Everett and Snohomish County have awarded funds for acquisition and construction, which began in April of 2018 and is anticipated to be completed in March of 2019.

In the Non-Homeless Special needs category, the subrecipients met and exceeded the expected outcomes. Feedback from the community on the services provided has been very positive. These services allow low income seniors and disabled adults to remain in their homes and retain their independence, provide in home meals to those with food insecurity, and provide meals both during and after school to low income children throughout the schools which serve the City. The subrecipients track the number of individuals served to determine the accomplishments of the programs as well as surveying those served to determine the level of satisfaction and success of the programs.

Housing Hope, which provides housing and supportive services for homeless and at risk of homelessness families, exceeded its goals for the fourth year in a row by serving families in the Beachwood Apartments. This subrecipient aides in preventing homelessness by providing low-income housing along with supportive services to ensure residents can obtain steady employment and stable finances, allowing them to obtain more permanent housing. Families and individuals are tracked by the subrecipient to determine whether outcomes and goals of the program are being met.

Overall, the goals and objectives outlined in the 2015-2019 Consolidated as well as the Program Year 2017 Annual Action Plan are being met or exceeded. 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.



# **COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

## **Program Year 2017 Consolidated Annual Performance Evaluation Report (CAPER)**

**Release Date: August 25, 2018**  
**Comments Due: September 10, 2018 4:00 PM**  
**Public Hearing: September 10, 2018**  
**City Council Approval: September 10, 2018**

Community Development Department ♦ 80 Columbia Avenue ♦ Marysville, WA 98270  
<http://marysvillewa.gov> ♦ (360) 363-8100 ♦ Office Hours: Mon – Fri 7:30 AM – 4:00 PM

## **CR-05 - Goals and Outcomes**

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

Of the Public Services projects funded, all exceeded their goals. Of the Capital Facilities projects, one was completed (Quinn Avenue Sidewalk Improvement), and one is in the permitting stages (Homeless Housing Allocation, Cocoon House Colby Ave. Youth Center). The Cocoon House project is a multi-year, multi-agency project. City funds are being utilized for the planning and development stages, while other jurisdictions, including the City of Everett and Snohomish County have awarded funds for acquisition and construction, which began in April of 2018 and is anticipated to be completed in March of 2019.

To date, \$332,606.79 of Program Year 2017 funds have 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.

In the Non-Homeless Special needs category, the subrecipients nearly met and exceeded the expected outcomes. Feedback from the community on the services provided has been very positive. These services allow low income seniors and disabled adults to remain in their homes and retain their independence, provide in home meals to those with food insecurity, and provides meals both during and after school to low income and homeless children throughout the schools which serve the City. The subrecipients track the number of individuals served to determine the accomplishments of the programs as well as surveying those served to determine the level of satisfaction and success of the programs.

Housing Hope, which provides housing and supportive services for homeless and at risk of homelessness families, exceeded its goals for the fourth consecutive year. This subrecipient aids in preventing homelessness by providing low-income housing along with supportive services to ensure residents can obtain steady employment and stable finances, allowing them to obtain more permanent housing. Families and individuals are tracked by the subrecipient to determine whether outcomes and goals of the program are being met.

Overall, the goals and objectives outlined in the 2015-2019 Consolidated as well as the Program Year 2017 Annual Action Plan are being met or exceeded.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Community Development	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1	1	100.00%			
Community Development	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	41	57	139.02%			
Community Development	Non-Housing Community Development	CDBG: \$	Other	Other	0	0		1	0	0.00%
Homelessness	Homeless	CDBG: \$	Homelessness Prevention	Persons Assisted	70	80	114.29%	70	80	114.29%

Housing	Affordable Housing Public Housing Non-Homeless Special Needs	CDBG: \$	Rental units rehabilitated	Household Housing Unit	0	0				
Housing	Affordable Housing Public Housing Non-Homeless Special Needs	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	75	72	96.00%	75	72	96.00%
Non-homeless Special Needs	Non-Homeless Special Needs	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	45	1056	2,346.67%	546	456	83.52%
Non-homeless Special Needs	Non-Homeless Special Needs	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
Planning and Administration	Planning and Administration	CDBG: \$	Other	Other	1	1	100.00%	1	1	100.00%

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

In pursuing the strategies and objectives outlined in the Consolidated Plan, the City anticipates increasing the affordability and condition 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.

The City of Marysville allotted \$81,000 of its annual CDBG allocation for the rehabilitation of approximately 75 residential units. The activity was three individuals short of its expected number of individuals served. This activity supports the Affordable Housing strategy identified in the PY2017 Annual Action Plan (AAP).

In support of the Homeless Needs strategy identified in the 2017 AAP, \$15,000 was awarded to assist homeless and at risk of homelessness individuals and families with affordable housing and supportive services, which enable them to obtain and maintain stable housing and employment. In all, 28 families were assisted by these funds, exceeding the goal of 20.

A capital project ,which will provide residents of a low-income area with improved infrastructure received funding in PY2017, supporting the non-housing Community Development Need identified in the 2017 AAP. The project was completed and has improved resident safety and improved connectivity.

Thirty five thousand dollars of the PY2017 allocation was awarded in support of the Non-Homeless Special Needs strategy to agencies that serve low-income seniors and persons with disabilities as well as youth. These funds allowed approximately 40 low-income senior and disabled households to receive services, which allowed them to retain their current housing, and reduce the feeling of isolation and assist in providing in-home meals. A program provided by the local food bank now has “food pantries” in all of the middle and high schools that serve Marysville.

## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	517
Black or African American	21
Asian	42
American Indian or American Native	57
Native Hawaiian or Other Pacific Islander	2
<b>Total</b>	<b>639</b>
Hispanic	64
Not Hispanic	575

Table 2 – Table of assistance to racial and ethnic populations by source of funds

### Narrative

The City has worked to provide funding to agencies that serve racially and ethnically diverse individuals and families. Families served were all low-income or at risk of homelessness and of racially and ethnically diverse populations.



## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	334,122	456,818
HOME	HOME		
HOPWA	HOPWA		
ESG	ESG		
Other	Other		

Table 3 - Resources Made Available

### Narrative

The City received a total of \$334,122.00.00 in CDBG funds for PY2017. \$332,606.79 was expended for PY2017 projects and activities as of the date of this report. An additional \$124,211.27 was disbursed for prior year reallocated funds and completion of multi-year capital projects during PY2017, totaling \$456,818.06 in CDBG funds being disbursed during PY2017.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City of Marysville	89	55	
Downtown Marysville	11	45	

Table 4 – Identify the geographic distribution and location of investments

### Narrative

The Public Service projects funded by CDBG funds (Catholic Community Services, and Senior Services of Snohomish County Minor Home Repair and Meals on Wheels) serve individuals and families City-wide. Some of the residents served may be in the Downtown area, though it is not a requirement to be eligible for the service. Much of the downtown area falls within low-moderate income census tracts.

The Beachwood apartments are located within the Downtown area. Housing Hope, which operates the facility, was awarded and expended \$15,000.00 at this location. The Quinn Avenue Sidewalk Improvement project is located within the Downtown Area.

## **Leveraging**

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

The City has actively sought funding sources in addition to CDBG to leverage its resources. Grant funds from Marysville Sunrise Rotary, United Way, HUD- CoC, Older Americans Act, Nutrition Services Incentive Program, and others were used for multiple projects throughout the City. By securing CDBG funds, subrecipients were able to leverage additional funds from the above referenced resources.

## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	70	89
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>70</b>	<b>89</b>

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	75	72
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>75</b>	<b>72</b>

Table 6 – Number of Households Supported

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

The difference in goals and outcomes is that more individuals were provided affordable housing, a total of 28 families (89 individuals), and three less existing units were able to be rehabbed than anticipated, rehabbing 72 units rather than 75.

**Discuss how these outcomes will impact future annual action plans.**

Based on the outcomes, the City will likely continue to work with these agencies as the goals and outcomes are being met or exceeded, and there is clearly a need in the community. The goals seem attainable based on the funding available, and the City will likely continue with similar goals assuming similar funding levels. The limited amount of funds the City receives may limit the number of agencies that apply for City CDBG funds, so we generally see applicants from the same agencies. These agencies serve a great need within the City, and their ability to not only meet but exceed their goals lends itself to continued likely funding in the future.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	57	0
Low-income	32	0
Moderate-income	0	0
<b>Total</b>	<b>89</b>	<b>0</b>

**Table 7 – Number of Households Served**

**Narrative Information**

The Public Services activities funded by CDBG funds have a requirement that recipients of services qualify as extremely low, low, or moderate-income.

**CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**  
**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

**Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The Marysville Police Department (MPD) visits homeless camps annually with social workers to assess needs and offer services and resources. A North County unit of the Office of Neighborhoods was launched in March of 2018 in collaboration with Snohomish County and the City of Arlington. The unit teams up with Marysville Police Department and social workers go out into the field to identify, locate, and connect with homeless and vulnerable populations. The Social workers help homeless individuals locate and navigate social and health services in an effort to foster long-term relationships and break the cycle of homelessness, mental health, and/or chemical dependency. Dozens of individuals have been placed in assessments for treatment, and many have gotten in to treatment.

The City works with the County, which has refined its outreach and encampment system aimed at engagement of persons living in encampments or other places not meant for human habitation, particularly those who are chronically homeless, with its partner agencies: the Compass Health PATH Program, Volunteers of America and Catholic Community Services. These agencies conduct coordinated entry intake and assessment for this population to ensure access to homeless housing and services. A single number to call (2-1-1) (available 24 hours a day) for reporting encampments/locations and services reporting and tracking in HMIS. All persons reported as living in encampments or places not meant for habitation are assessed with common tools and entered into the coordinated entry HMIS. Recent system enhancements also include the addition of two behavioral health navigators to increase outreach and engagement of homeless persons with current, problematic mental health and/or substance abuse barriers. 2-1-1 provides assistance and flexible funding to help first responders meet the needs of homeless persons in crisis situations. These additions result in increased expertise and system capacity to engage homeless persons as well as the availability of more services that are tailored to the unique needs of individual households.

The County continues to issue/distribute information to a large e-mail distribution list that includes agency staff serving the homeless and other vulnerable populations. This provides a useful vehicle for agency staff and outreach workers to stay informed of community resources or other opportunities that might assist in their work with connecting homeless persons with housing and services.

Standardized assessment of needs occurs through the outreach and engagement team referenced above as well as homeless housing navigators specializing in different areas. Youth outreach workers engage and assess homeless youth throughout the county. The Veterans Homeless Committee and Veteran's navigators provide assessment and outreach to homeless veterans. Domestic Violence Services of Snohomish County provides coordinated entry assessment and navigation to families

experiencing domestic violence. Mental health navigators and outreach and encampment team staff work to engage the chronically homeless with coordinated entry assessment and services. Assessment allows referral and connection to tailored services based upon need and leads to individualized action plans that include housing stability, services tailored and specific to the identified needs, and more specialized assessments (mental health, chemical dependency, etc.) as needed.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The Homeless Housing Allocation activity has awarded funds to Cocoon House in support of the Colby Avenue Youth Center project, a new construction, multi-service youth center and supportive housing project for homeless youth and young adults. Though the facility itself will be located in an adjacent City, it will serve individuals from Marysville. The facility will provide educational and employment services, hygiene services, health care and case management support. A total of 40 units of supportive housing will be provided for your ages 15-24. Anticipated completion is March of 2019.

Housing Hope received CDBG funds in PY2017 to provide not only low-income housing, but supportive services that include adult education, life skills training, such as money management, cooking, parenting and decision making, and case management that aid in transitioning to stable, permanent housing. These services resulted in 89 individuals (28 families) maintaining current housing or moving on to permanent stable housing, increasing their ability to obtain and maintain employment, and completing steps towards securing disability related income where appropriate.

There is not an emergency shelter located in Marysville City limits. The City coordinates with the County, which has developed a decentralized coordinated entry system for access to housing and services that has streamlined referrals to housing programs and ensures that those who are most vulnerable and have the highest service needs are prioritized and matched with appropriate interventions.

The City has collaborated with the Everett Gospel Mission and the local faith community to provide transitional housing for formerly homeless people who have completed rehabilitation programs and are ready to live independently, known as the Marysville Extended Shelter Homes (MESH). This is a transitional housing program which has been expanded over the last year.

The inventory of emergency shelter includes facilities for families, single men, and single women as well as emergency motel vouchers, cold weather shelters and emergency shelter and services for households experiencing domestic violence. To ensure equitable and efficient access to housing and services, shelter residents are entered into coordinated entry.

The County and Continuum of Care (CoC) continues to work with shelter providers to strategize about how to decrease shelter stays and increase exits to permanent housing as well as assessing and meeting

the various service needs of shelter residents. One key strategy has been to expand housing assistance in shelters. A second key strategy that has been prioritized and promoted by the CoC is a housing-first policy for all funded rental assistance projects. Providers are expected to house all eligible households as quickly as possible and without program prerequisites or service requirements.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

Funds were granted to an organization, Housing Hope, which provides transitional housing in conjunction with comprehensive supportive services and permanent supportive housing to families and individuals who are homeless or at risk of becoming homeless. In PY2017, Housing Hope expected to serve 20 families, but exceeded that goal and served 28. All of the 28 homeless or at risk of homelessness families served maintained their current rental housing or moved to other permanent stable housing, exceeding the expected 16 of 20 families. Individuals also exceeded expectations in the areas of increasing their ability to obtain and maintain employment as well as securing additional disability related income.

Supportive services provided by Housing Hope provides clients with education, skill building, parenting classes, job training, and more which allows them to obtain and maintain employment, stabilize family units, as well as secure income.

Funds awarded to Catholic Community Services and Senior Services of Snohomish County provide services to low income seniors and disabled adults. Many of the repairs and chore services provided result in individuals being able to stay in their homes and retain their independence rather than becoming homeless or being forced into assisted living establishments. The Meals on Wheels program provided 19 unduplicated Marysville residents meals delivered to their homes, improving their health and independence, and exceeding the expected 16 residents. The entire program served a total of 175 residents 23,593 meals. More households than expected were served by both subrecipients.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The City allocated \$15,000 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 PY2017, 100% of those served by these funds were able to maintain their housing or obtain other permanent stable housing. Eighty four percent of those served increased their ability to obtain and maintain employment. Seventy five 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.

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. This program has been, and continues to be successful, continually exceeding its annual goals.

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.

The Homeless Housing Allocation activity has awarded funds to Cocoon House in support of the Colby Avenue Youth Center project, a new construction, multi-service youth center and supportive housing project for homeless youth and young adults. Though the facility itself will be located in an adjacent City, it will serve individuals from Marysville. The facility will provide educational and employment services, hygiene services, health care and case management support. A total of 40 units of supportive housing will be provided for your ages 15-24. Construction of the project began in April of 2018 and is anticipated to be complete by March of 2019.



## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

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. HASCO also owns a group home with eight beds of short-term transitional housing for homeless families with children in Marysville.

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During the 2017 program year, the Housing Authority of Snohomish County (HASCO) continued to administer HUD Section 8 Voucher programs that provide rental assistance to very low-income and extremely low-income households in Snohomish County. HASCO completed disposition of its public housing units as described below and continued to manage other units of assisted affordable housing in Snohomish County.

In July 2011, HASCO submitted a Section 18 disposition application to HUD. HUD approval of the application would allow HASCO to provide tenant protection vouchers to all of HASCO's public housing residents, who could choose to stay in their current unit or move with their voucher and continue to pay an affordable rent. HASCO would operate the 30-unit development designated for people that are elderly and/ or have disabilities as rent-subsidized project-based voucher housing and would operate the remaining units as affordable housing with below-market rents. The additional rental revenue received at those properties under that operating model would allow HASCO to address the current and future capital needs of the properties, as well as increase the energy and water efficiency of the properties. In addition, HASCO plans to undertake property maintenance activities to provide safety, energy-efficiency, and accessibility.

### **Actions taken to encourage public housing residents to become more involved in management and participate in homeownership**

During the 2017 program year, HASCO undertook the following activities to encourage its program residents to become more involved in management and participate in homeownership programs:

- Continued to have a resident Commissioner on its six-member Board of Commissioners which provides an important voice on the Board and represents the interests of residents.
- Continued to print and distribute a holiday newsletter for Section 8 Housing Choice Voucher Program participants. The newsletter is designed to inform residents of activities at HASCO and to provide information on ways residents can become involved in HASCO activities, such as the resident Board Commissioner position and the Resident Advisory Board.
- The Section 8 newsletter will continue to be published quarterly. The focus of the articles will be on available resources in the community which could provide supplemental support to

families who qualify.

- As of April 19, 2017, HASCO has closed its homeownership program to new applicants. HASCO will continue to provide file maintenance to current program participants. All participants are still encouraged to reach out to HomeSight for assistance with credit building and financial literacy.
- Continued to provide homeownership opportunities at three manufactured housing communities in Snohomish County. Continued to partner with HomeSight to provide purchase assistance and homeownership education and counseling for purchasers of homes at these properties.
- Continued to provide the Manufactured Home Replacement Program at two senior (55+) manufactured housing communities. The program replaces outdated pre-HUD code homes with HUD-code, energy-efficient manufactured homes.
- Continued to have its Resident Resource Manager make referrals to classes on homeownership offered by HomeSight, Housing Hope, or other agencies.
- The Resident Resources department has increased to provide additional support to clients and members of the public by hosting Lobby Days twice a week in the main office. A staff member from the Resident Resource department is available to answer questions, make referrals, and share resources with individuals and families who qualify.

### **Actions taken to provide assistance to troubled PHAs**

The only PHA active in Marysville is Housing Authority of Snohomish County (HASCO). HASCO has proven to be a vital asset not only to Marysville, but to the County as a whole in providing affordable housing and adapting to the changing needs of the populations it serves.

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

During the 2017 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 offers Residential Density Incentives, which allow developers increased density in exchange for rental housing permanently priced to serve nonelderly low-income households or designed and permanently priced to serve low-income senior citizens. These incentives are currently being reviewed to determine if revisions are necessary to encourage developers to take advantage of them.

The City has seen interest in construction of Master Planned Senior Communities within the City, which require a minimum of 10% of the units to be permanently designated as affordable housing.

The Snohomish County Assessor's Office administers a number of programs that help reduce property taxes for property owners with limited income. This includes a property tax exemption program for senior citizens and disabled persons with limited incomes and tax deferral programs for senior citizens, disabled persons, and other homeowners with limited incomes. Property tax exemptions are also available through the Washington State Department of Revenue for some types of affordable housing projects.

## **Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

The main obstacle to meeting underserved needs is the limited funding available to address all of the needs in the community. This has become an even greater obstacle in the past few years as the number of homeless and at risk of homelessness individuals and families has risen and availability of affordable housing has not increased proportionately.

A lack of overnight and emergency shelters has been identified as an ongoing problem. The City awarded funds to partially fund the construction of a 40 bed youth shelter in a neighboring jurisdiction, with easy access to public transit and other services.

The City participates in the County-wide partnership to end homelessness which helps research and identify trends and causes of homelessness and chronic homelessness.

The Housing Authority of Snohomish County administers new rental housing vouchers County-wide that were awarded and brought on-line in the past few years for veterans and for families with children in, or

at risk of being placed in foster care and for young adults exiting foster care.

**Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

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. The City has worked with Subrecipients to ensure that clients are provided information regarding Lead-based Paint upon application for services.

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.)"*

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. The City continues to ensure that this information is provided to clients by the subrecipient.

**Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

Service projects funded provide case management, employment and training support, and other supportive services that assist low-income and homeless persons obtain the skills, income, and other resources necessary to move towards self-sufficiency. Twenty-eight families were served by CDBG funds during PY2017, all of whom were able to maintain their current housing or transition to permanent housing and increase their ability to obtain and maintain employment.

**Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

The City works directly with implementing agencies identified in the 2015-2019 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.

Based on research and observation, and also the input from implementing agencies, it has become apparent that the homelessness problem has continued to grow in Marysville. In addition to the absence of an emergency shelter, lack of transitional housing has also been identified as an area needing attention. The City has been working more closely with not only implementing agencies, but also agencies that do not receive CDBG funds to determine the best way to address the growing problem. By working with these agencies, the City has helped to develop new relationships and the ability to identify trends contributing to homelessness.

Steps to increase communication and notice related to the CDBG application process have continued to be implemented this year. A brochure 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 is developed and distributed annually.

#### **Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

The City strives to continue local coordination efforts that link housing and services providers. Coordination is achieved through participation in various community partnerships and collaborative efforts, such as the Housing Authority of Snohomish County, and the Snohomish County Continuum of Care. The City has a representative on the Partnership to End Homelessness committee, which is dedicated to increasing coordination between housing, health and Homeless liaison agencies. These partnerships and collaborations provide ongoing opportunities for public and private agencies to coordinate and align efforts around housing, homelessness, direct services, and enhancing systems coordination. The Systems Coordination Committee of the Partnership to End Homelessness Governance Board has worked to develop a services crosswalk from a life domains matrix that is used by housing agencies to assess their clients' level of self-sufficiency in multiple areas such as mental health, employment, healthcare, etc. This crosswalk will ensure that housing agencies are connecting their clients to the services that are appropriate to meet their needs.

#### **Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

The major impediments to fair housing opportunities identified 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 has been working with Community Transit on adding additional routes and stops in areas of need.

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, public access cable channel, as well as in public buildings and at City Sponsored functions.

## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

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.

Quarterly reports are analyzed upon receipt to ensure that the subrecipients are progressing towards their goals and expected outcomes. During PY2017, all quarterly reports received demonstrated that subrecipients were progressing in a timely manner towards meeting their goals and expending funds. Marysville Food Bank Backpack Program expended all funds by the end of the second quarter. Remaining subrecipients were able to expend all funds by the end of the program year. 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.

Based upon review of the City's performance and accomplishments during the past year, the City is meeting the objectives outlined in the 2015-2019 Con. Plan. The City has taken an active role addressing the special needs populations within the community and actively pursued the resources identified in its 2015-2019 Con. Plan and 2017 AAP 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, increase food security, as well the availability of training and resources to enable them to obtain and maintain jobs and more permanent income and housing. Gaps in infrastructure in key areas were addressed.

The City funded 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 continue to surpass their goals.

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 and more independent. The Meals on Wheels program assisted low-income seniors and disabled adults in improving their health and maintaining their independence. The Quinn Avenue Sidewalk project, located in Downtown Marysville, improves accessibility to residents in a low-income area.

## **Citizen Participation Plan 91.105(d); 91.115(d)**

### **Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

The Draft CAPER was released for public comment on August 25, 2018. The Draft and solicitation for comments was published in the Marysville Globe, and the City's website. Copies were made available on the City's Webpage as well as at City Buildings. A City "News Flash", which is posted on City Social Media Accounts as well as the Public Access Cable Television station, was released announcing the public comment period. The Draft report is sent to a comprehensive list the City maintains of agencies as well as members of the public that have expressed interest in the CDBG program. A public hearing was held on September 10, 2018 to solicit additional comments. No comments were received during the public comment period or at the public hearing.

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. The 9-member Citizen Advisory Committee (CAC) for Housing and Community Development enables the City to enhance the level of guidance from the community, 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.

## **CR-45 - CDBG 91.520(c)**

### **Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

The City did not make any changes to the program objectives. The City feels that the strategies and objectives currently identified in the 2015-2019 Consolidated Plan are relevant and making an impact on the identified needs.

The large majority of subrecipients are able to expend funds in a timely manner and meet the expected goals and outcomes.



Based on past experiences, the City will look more closely at applications which will require multiple year funding for capital projects. Additionally, future applicants will continue to be vetted, in part, based on prior years performance. During the application process, agencies will be required to provide assurances of how the project timeline and expected milestones will be adhered to. Additionally, CAC and City Council will be made aware of past performance prior to agencies, which have had trouble expending funds and completing projects in a timely manner, are awarded funds in the future.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

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