

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE: Public Hearing and Action Adopting the 2008 Community Development Block Grant Allocation Plan
DEPARTMENT: Community Services Division
PRESENTED BY: Rob Beem, Community Services Division Manager

PROBLEM/ISSUE STATEMENT: In order to use Community Development Block Grant funds, the City must annually hold a public hearing and adopt a plan that specifies how it will use this funding. The City's 2007-8 Human Services Allocation Plan specifies how the City will support human services delivery with both local General Funds and federal Community Development Block Grant (CDBG) funds. This Plan was developed by an ad-hoc Human Services Allocations Committee and adopted by the City Council in October 2006. The 2008 CDBG Funding Plan implements this direction. The public hearing and action are limited to the CDBG funded activities.

For 2008, the City proposes to use CDBG funding to:

- Support the Shoreline/Lake Forest Park Senior Center
- Repair and replace sidewalks
- Continue to support home repair and housing development
- Defray the City's costs to operate the CDBG program

FINANCIAL IMPACT: It is anticipated that the City of Shoreline will receive \$190,935 in CDBG funds to allocate locally among human services, capital projects, and administration. The balance of 2008 CDBG funding, \$197,752, is allocated according to a formula outlined in the CDBG Interlocal agreement with King County.

RECOMMENDATION

After holding a public hearing, staff recommends that Council adopt the proposed 2008 Community Development Block Grant Allocation Plan in accordance with Attachment A and authorize the City Manager to enter into agreements for implementing the funded projects.

Approved By: City Manager  City Attorney _____

INTRODUCTION

The Community Development Block Grant program makes federal funds available to cities in order to “develop viable urban communities, by providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low- and moderate-income.” In 2008, the City’s CDBG funding is estimated to be a total of \$388,687. To achieve economies of scale and to administer the program effectively, the City contracts with King County to administer and operate a portion of the overall program. Both the federal rules and the terms of our interlocal agreement with King County place limits on the ways in which CDBG funds are used. As a result, the City annually decides how to allocate approximately 45% of the CDBG revenues. Typically, these funds are used for public services (agency operations), capital projects, and housing related projects.

Bi-annually the City develops a Human Services Allocation Plan that specifies how the City will use both local and CDBG monies to address human services needs of people in Shoreline. Following a public hearing in September 2006, the City Council adopted the 2007-8 Human Services Allocation Plan which guides the City’s funding for services for 2007 and 2008 and capital funds for 2007. Additionally, in 2007, the City Council adopted the 2008-2013 Capital Improvement Program which programmed CDBG funding to support the improved accessibility of our pedestrian system. While each of these plans covers multiple years, federal rules require the City to annually take public comment and to separately adopt a funding plan for the use of CDBG funds. For 2008, CDBG funds are proposed to be used for public services, capital projects, housing, and planning and administration. The non-CDBG portions of these plans are the same as when they were adopted and are not the subject of this action.

The CDBG program has specific requirements that call for an annual public hearing and action on the part of the City Council to adopt an annual CDBG Allocation Plan (Attachment A). The terms of our interlocal agreement with King County require that the City take action no later than October 1, 2007.

BACKGROUND

Community Development Block Grant Program

The Federal Community Development Block Grant Program was created under Title I of the Housing and Community Development Act of 1974. The primary objective of the community development program is the development of viable urban communities by providing decent housing and a suitable living environment and expanding economic opportunities principally for persons of low- and moderate-income. CDBG funds can serve households with incomes up to 80% of the King County median income (\$59,600 for a family of four). Federal rules allow CDBG funds to be used for the following activities:

- acquisition and rehabilitation of housing for low-income and special needs populations;
- housing repair for homeowners and renters;
- acquisition and rehabilitation of community facilities;
- public infrastructure improvements;

- delivery of human services;
- historic preservation;
- planning;
- CDBG program administration; and
- economic development.

The City of Shoreline has chosen to focus its use of the CDBG on delivery of human services, housing development/acquisition/repair, and public infrastructure.

Local and Federal Funding Available for Allocation

For 2008, we estimate that \$388,687 of CDBG funds will be available to the City of Shoreline. The precise figure will be known only after the federal fiscal year (FY) 2008 budget is approved in Washington D.C. In total, this figure is down slightly from the 2007 level of \$397,724 (\$9,037). Our estimated 2008 CDBG funding is made up of:

<u>Funding Sources</u>	<u>Amount</u>
Annual federal appropriation	\$357,484.00
Program income from home repair loans	\$22,807.00
Savings from a prior year project, which was completed under budget	\$8,396.00
Total	\$388,687.00

Our interlocal agreement with King County calls for the County to perform various administrative functions for the City as well as to operate several county-wide programs that address homeless prevention and major home repair. In addition, when necessary, the County assists with contracting and managing capital projects funding. These services represent 55% of the overall annual allocation of CDBG funding. The City annually decides on the allocation of portions of the grant to be used for public services (agency operations), capital projects, and other uses. This accounts for 45% of the total CDBG funding each year.

In March of 2007, the City Council took action to "reprogram" unspent CDBG funding from prior years. This action provided revenue for two projects which will be active in 2008: Minor Home Repair (\$70,000); and implementation of the Comprehensive Housing Strategy which address housing needs of people with limited incomes (\$78,216). These funds will be combined with other new 2008 CDBG revenues.

CDBG Funding Allocation for 2008

As is typical for the mid-cycle year of the competitive Human Services allocations, applications were not solicited in 2007. Instead, the CDBG Plan for 2008 implements the adopted 2007-8 Human Services Funding Plan (Attachment B), the 2008-2013 CIP (Attachment C), and Council Goal #5, Develop a Comprehensive Housing Strategy as follows:

<u>Projects/Services Funded</u>	<u>Amount</u>
Shoreline/Lake Forest Park Senior Center	\$38,029.00
Installation of accessible sidewalks throughout the city	\$122,000.00
Implement the Comprehensive Housing Strategy recommendations (This funding of \$30,906 is to be combined with \$78,116 already reserved for this purpose bringing the total available in 2008 to \$109,022,)	\$30,906.00
Total	\$190,935.00

The complete funding plan, including the amounts allocated by the formula through the interlocal agreement with King County, may be found here as Attachment A.

RECOMMENDATION

After holding a public hearing, staff recommends that Council adopt the proposed 2008 Community Development Block Grant Allocation Plan in accordance with Attachment A and authorize the City Manager to enter into agreements for implementing the funded projects.

Approved By: City Manager ____ City Attorney ____

ATTACHMENT A

2008 CDBG Allocation Plan

Project	<u>Funding Amount</u>
Senior Services of Seattle/King County – Shoreline/LFP Senior Center	\$ 38,029
Sidewalk Accessibility Improvements	\$ 122,000
Implement Comprehensive Housing Strategy	\$ 30,906
Sub Total: Competitive Allocation	\$ 190,935
Shoreline Planning & Administration*	\$ 38,029
King County Planning & Administration*	\$ 38,029
King County Capital Project Management*	\$ 7,606
Major Home Repair*	\$ 95,073
Housing Stability Program*	\$ 19,015
Sub Total: Interlocal Formula Allocation	\$ 197,752
Total	\$ 388,687
*Amounts set by formula	

2008 CDBG Funding Contingency Plan

Since the CDBG funds are an estimate from the federal government, Shoreline must also adopt a contingency plan to deal with possible variations in the amount available. Plans must be made in case the amount available increases or decreases by up to 10% of the amount currently estimated. In addition, if an applicant later declines funds, the adoption of a contingency plan of action will expedite the process of reallocation.

1. If additional funding becomes available:

a. **Public Services**

In the event CDBG Public Service funds are increased in 2008, any additional funds would be distributed equally among programs funded in the 2007-8 Human Services Funding Plan based on the percent of the increase in funds available.

b. **Capital Projects**

If additional CDBG Capital funds become available to the City in 2008, these funds will be allocated to support implementation of the Comprehensive Housing Strategy.

c. **Planning & Administration**

If additional CDBG Planning & Administration funds become available to the City in 2008, it is recommended that the City use these funds for planning and administration.

2. If funding reductions are necessary:

a. **Public Services:**

In the event CDBG Public Service Funds are reduced in 2008, the Committee recommends reducing funding to all projects by the percentage of the decrease in overall funds.

b. **Capital Projects.** In the event the City's 2008 CDBG Capital Funds are reduced, the Committee recommends reducing funding to housing development.

c. **Planning & Administration.** If a reduction is necessary in CDBG Planning & Administration funds in 2008, it is recommended that the City reduce the amount to be used funds for planning and administration purpose.

ATTACHMENT B

**2007-2008 Human Services Funding Plan
for Public Services
As Adopted in October 2007 and amended July 2007**

Program	General Fund	Block Grant	2007-2008 Annual
Catholic Community Services/ Volunteer Chore	\$ 3,728		\$ 3,728
Children's Response Center	\$ 5,082		\$ 5,082
CHS-Family Counseling	\$ 47,722		\$ 47,722
CHS-Shoreline/Ballinger Homes Family Support Ctr	\$ 63,042		\$ 63,042
CHS-Substance Abuse	\$ 11,000		\$ 11,000
Child Care Resources	\$ 4,958		\$ 4,958
Community Health Centers	\$ 4,958		\$ 4,958
Congregate Meal Program	\$ 2,975		\$ 2,975
Crisis Clinic/ 24 -Hour Crisis Line	\$ 3,830		\$ 3,830
Crisis Clinic/Teen Link	\$ 4,958		\$ 4,958
Crisis Clinic/ 211	\$ 3,470		\$ 3,470
Family Services: The Homelessness Project	\$ 4,958		\$ 4,958
Food Lifeline	\$ 5,950		\$ 5,950
Hopelink/ Adult Literacy	\$ 3,000		\$ 3,000
Hopelink/ Family Development Program	\$ 7,500		\$ 7,500
Hopelink/ Transitional & Emergency Housing	\$ 7,437		\$ 7,437
Hopelink/Emergency Food Services	\$ 4,958		\$ 4,958
Hopelink/Emergency Services	\$ 23,798		\$ 23,798
KSARC/Comprehensive Sexual Assault Service	\$ 5,206		\$ 5,206
North and East Healthy Start	\$ 9,876		\$ 9,876
Shoreline/LFP Senior Center*	\$ 57,679	\$ 38,029	\$ 95,708
Meals On Wheels	\$ 4,958		\$ 4,958
Volunteer Transportation	\$ 3,728		\$ 3,728
Wonderland Development Center	\$ 4,958		\$ 4,958
Total Public Services	\$ 299,729	\$ 38,029	\$ 337,758

* Includes \$18,000 granted in mid-year 2007 for Senior Center.

Project: CURB RAMP, GUTTER & SIDEWALK PROGRAM

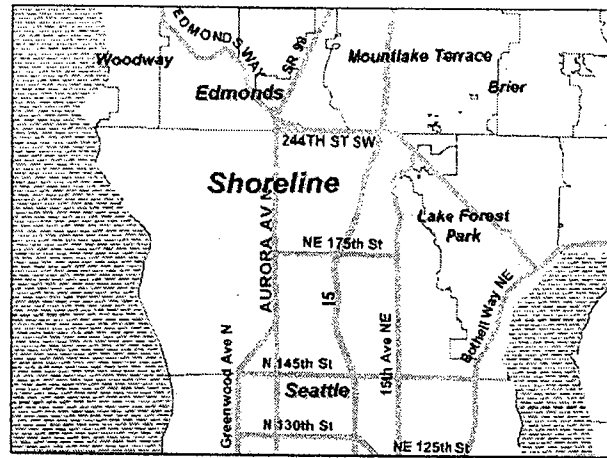
Fund: Roads Capital

Project Category:
Pedestrian / Non-Motorized
Projects

Strategic Objective:
Safe and Attractive
Neighborhoods and
Business Districts

**Desired Community
Condition:**
Residents and visitors are
safe to travel on streets
and walkways

**COUNCIL
GOAL # 7:**
Provide safe and
affordable transportation
options to support land use
plans including walking,
bicycling, transit and
vehicular options.



Project Description: The Curb Ramp, Gutter and Sidewalk Program includes:

- ▶ Designing and construction of curb ramps in compliance with the Americans with Disabilities Act (ADA) standards.
- ▶ Installing wheelchair detection loops, and audible pedestrian signals.
- ▶ Repairing and replacing existing cement concrete gutters and sidewalks damaged by tree roots, cracking or settlement.
- ▶ Constructing new sidewalk panel sections to fill existing gaps in the pedestrian walkway.

Comprehensive Plan Policy T34:
Implement the City's curb ramp program to install wheelchair ramps at all curbed intersections.

Service Impact:

This project addresses locations throughout the City as determined from an inventory compiled and maintained by the Public Works Operations Division. These improvements are needed to increase the safety of the users of the City's sidewalk system by

- ▶ Removing barriers and increase/enhance accessibility in the community.
- ▶ Eliminating damaged sections and completing missing links in the existing system

There are approximately 41 miles of arterial streets in the City. The equivalent of approximately 15 miles of those arterial streets have sidewalks on both sides, which results in 26 miles of arterial streets missing sidewalk. This program will repair or construct approximately 700 feet of sidewalk each year for a total of 0.8 miles of sidewalk repairs during 2008-2013, and addresses approximately 3% of the total arterial streets without sidewalks.

Total Project Budget: \$ 2,267,128

Funding Source:

- ▶ Roads Capital Fund
- ▶ Community Development Block Grant

Critical Milestones:

- ▶ Q1 each year – Planning
- ▶ Q2 each year – Design
- ▶ Q3 - Q4 each year - Construction
- ▶ Install 14-20 curb ramps per year
- ▶ Repair 400 linear feet of sidewalk per year

**City of Shoreline 2008 - 2013 Capital Improvement Plan
Curb Ramp, Gutter & Sidewalk Program**

Orgkey: 2914096

J.L.# ST100600, ST100612

\$2,267,128

Phase	Prior Years' Expenditures	2007 Budget	2007 Projected	2008 Estimate	2009 Estimate	2010 Estimate	2011 Estimate	2012 Estimate	2013 Estimate	Total Project Cost
Project Expenditures:										
Planning/Design	\$405,304	\$50,933	\$40,000	\$41,000	\$42,000	\$43,000	\$44,000	\$45,000	\$46,000	\$706,304
Real Estate Acquisition										
Construction	\$703,824	\$114,000	\$275,000	\$81,000	\$88,000	\$95,000	\$101,000	\$106,000	\$111,000	\$1,560,824
Total Project Expenditures	\$1,109,128	\$164,933	\$315,000	\$122,000	\$130,000	\$138,000	\$145,000	\$151,000	\$157,000	\$2,267,128
Revenue Sources:										
Congestion Mitigation & Air Quality (CMAQ)	\$80,440									\$80,440
Metro King County	\$6,060									\$6,060
Community Development Block Grant	\$548,730	\$40,608	\$190,608	\$122,000						\$861,338
In-Lieu Payment	\$3,835									\$3,835
Roads Capital Fund	\$470,063	\$124,325	\$124,392		\$130,000	\$138,000	\$145,000	\$151,000	\$157,000	\$1,315,455
Total Project Revenues	\$1,109,128	\$164,933	\$315,000	\$122,000	\$130,000	\$138,000	\$145,000	\$151,000	\$157,000	\$2,267,128
1% for Public Art										
Ineligible - Repair & Maintenance										
Impact on Operating Budget										
Project Time Line:		2007	2008	2009	2010	2011	2012	2013		
Design		Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2		
Real Estate Acquisition										
Construction		Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4	Q3 Q4		

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