

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Public Hearing to Consider the Proposed Use of 2009-10 Community Development Block Grant. Authorize the City Manager to sign the contracts to implement approved programs and projects
DEPARTMENT:	Community Services Division
PRESENTED BY:	Rob Beem, Community Services Division Manager George Smith, Human Services Planner

PROBLEM/ISSUE STATEMENT: Shoreline assists agencies' efforts to meet the human needs of its residents through financial support using both local and federal Community Development Block Grant (CDBG) funds. The City's biennial Human Services Allocation Plan specifies how we will do this. The City Manager is forwarding his recommended 2009-2010 Human Services Allocation Plan (HS Plan) for Council's review and adoption. This Plan allocates CDBG and locally generated funds. In order to use CDBG funding, the City must hold a public hearing and adopt the HS Plan's proposed use of CDBG funding each year. To develop this plan agencies have submitted applications which were reviewed by staff and an ad-hoc Human Services Allocations Committee. This committee then provided the City Manager with its recommendation for specific funding allocations to agencies.

ALTERNATIVES ANALYZED: After holding a public hearing on proposed 2009-10 CDBG Plan, Council has two alternatives to consider:

1. Council could approve the 2009-10 CDBG Plan for services and capital projects as recommended and authorize the City Manager to take the actions necessary to implement these spending objectives. (Recommended)
2. Council could make changes to the recommended spending plan in response to public testimony or to reflect a change in Council policy objectives.

FINANCIAL IMPACT: The Plan anticipates that the City of Shoreline will have \$357,766 in new CDBG funds (subject to final federal appropriations) and \$70,000 in reprogrammed funds to allocate in 2009.

RECOMMENDATION

After holding a public hearing, staff recommends that Council adopt the and the 2009 Community Development Block Grant Plan in accordance with Attachments A 2009-2010 Human Service Allocation Plan in accordance Attachment B and authorize the City Manager to enter into agreements for implementing the funded projects.

Approved By: City Manager  City Attorney _____

1. INTRODUCTION

Each year, the Council must hold a public hearing on the proposed use of Community Development Block Grant (CDBG) and take action to adopt the allocation. CDBG funding is proposed to be used for Planning & Administration, Housing Repair, Public Services and Capital Projects.

2. BACKGROUND

2009-2010 Human Services Allocation Plan

Every other year the City develops a biennial plan to specify how it will allocate funds to address residents' human services needs. The current plan adopted in 2006, supports the work of 22 separate programs serving an over 11,000 Shoreline residents each year. See Attachment B for a list of agencies and the amounts of funding they received in 2008.

All activities are targeted to address the needs of low and moderate households and individuals. The plan is funded with a combination of local and federal revenues. Federal revenues come from the Community Development Block Grant (CDBG) program. This program has specific requirements that require the City Council to hold an annual public hearing and to adopt an annual CDBG allocation plan. While the City develops a two-year plan for human service allocations, a separate action is required to adopt the CDBG allocation plan each year. Attachment A specifies the 2009 CDBG Plan that addresses this requirement.

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% (\$49,200 for a two person household) of the King County median income. CDBG funds can 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.

In June of 2008 the City Council approved a new three year Inter-local Agreement with King County for the administration and management of the City's CDBG grant. This agreement calls for the City's annual CDBG Plan to allocate 48% of the available revenues to local projects. These typically include human services and capital projects. The balance of the CDBG funds are allocated to the delivery of broad regional programs which serve Shoreline citizens and to program planning and administration. Regional programs include a homeless prevention program (5%) and the King County Home Repair program (25%). Planning and administrative costs are agreed to be 10% for the City and 12% for the County.

Total 2009 CDBG Funding: \$ 357,766 New, \$70,000 Recaptured

The total amount of new funding that is available to support services to Shoreline residents in 2009 is projected to be \$357,766. This consists of a \$344,206 federal appropriation, plus \$13,560 of program income from home repair loans which were paid off and savings from a prior year's project. In addition the Plan allocates \$70,000 in reprogrammed funding from the cancelled Vision House project. After lengthy discussions and appeals to the Department of Housing and Urban Development it was determined that Vision House was unable to meet federal regulations dealing with separation of church and state activities. Vision House has turned back this funding.

The CDBG Inter-local Agreement between King County and the City of Shoreline specifies percentages of funding as noted above. Beyond programs funded in the Inter-local, the City has the responsibility to specifically direct how \$39,268 in human services funds are allocated and how \$58,993 in capital funds are allocated. The following chart specifies how the full amount of CDBG revenue is divided among various categories.

CDBG Category	2009
Public Services	
The Housing Stability Project*	17,885
Human Service Agency Funding	39,268
King County Home Repair *	89,427
Capital projects	
Minor Home Repair	\$70,000
Sidewalk Accessibility (Curb Ramps)	\$58,993
Capital Project Administration*	\$7,154
Program Administration and Planning	
King County*	\$35,771
City of Shoreline	\$39,268
Total CDBG Funding	\$357,766

*Percentage set in the Interlocal Agreement

3. THE PROCESS

The City allocates most funding for Human Services through a biennial competitive application process, developed in consultation with an Ad-hoc Human Services Advisory Committee (see Attachment E for a list). The 2007-2008 Human Services Funding Plan was adopted in the fall of 2006. As always this plan is contingent on adoption of the City's annual budget and on federal appropriations. Continued funding in the second year is also contingent on an agency's satisfactory performance. For administrative efficiency City CDBG funds are allocated to support one project, Shoreline/Lake Forest Park Senior Center. See Attachment A for a list of projects specifically funded with CDBG funds. The amounts for all projects recommended for funding in 2009 and 2010 are listed in Attachment B.

In building the two year plan, the City invited applications from a list of over 60 "interested parties" for Shoreline's 2009-2010 Human Services funding. An announcement of application availability was also placed in the Seattle Times and Enterprise newspapers. An applicants' conference was held in conjunction with the

North and East Funders Group on April 23, 2008. For the first time, all applications to North and East King County cities were submitted electronically to the eGov web portal maintained by the City of Bellevue.

The City Manager convened an Ad-hoc Allocations Committee was recruited to review and make recommendations on the projects that should be funded. In completing their work, the Ad-hoc Committee relied on guidance from an updated Human Services Needs Assessment, existing policies such as the Human Service Desired Outcomes and agency performance data, agency applications and staff summaries of each project.

The Committee, representing a diverse group of Shoreline residents, (See attachment E for list of members) met in the summer of 2008 to review and recommend the 2009-2010 Human Services Allocations Plan (see Attachments B & D for the Committee's recommendations). The Committee reviewed the updated Human Services Needs Assessment, the 15 Desired Outcomes, their own knowledge of the community and information in the applications to determine their recommendations. In addition, the Committee concluded that the overall allocation of existing resources across the Desired Outcomes and five United Way goal areas is appropriate. Since all current applicants are performing on their contracts, the focus of the Committee's work was determining, through consensus, how to allocate a 3.5% or \$9,763 increase in general fund monies made available for human services.

4. 2009 CDBG Capital Allocation

To better match varying capital project needs and opportunities, the City allocates CDBG Capital funding annually. These capital allocations were not reviewed by the Ad-hoc Committee. In 2009, the CDBG Plan allocates a total of \$ 148,993 to continue support for two projects funded in 2008, Sidewalk Accessibility, and Minor Home Repair as well as \$50,000 to support the development of a community clinic/affordable housing project.

Minor Home Repair: \$70,000: This program fills the gap between the major home repair program - targeted to larger planned projects and major emergency repairs and the small electrical, carpentry and plumbing repairs needed by home owners on a frequent basis to keep their homes safe and in good repair. Through the end July, 2008, the program has completed 62 jobs at 19 different residences. At the current rate, the contract will be fully expended by the end of 2008.

The Minor Home Repair program is targeted to income eligible residents, mostly senior citizens. Home owners pay \$10.00 per hour for the service, plus the cost of materials. The grant pays for personnel costs relating to the program. Given the age of Shoreline's housing stock, the high number of older adults aging in place and the number of low and moderate income home owners, this program continues to be in high demand. The program is contracted out to Senior Services of Seattle/King County through a non-competitive grant process.

City Infrastructure Improvements: \$78,993: The City has determined a need to increase the amount of safe and accessible sidewalks. Staff recommends that the above amount be allocated from CDBG capital funds to construct curb ramps, sidewalk improvements and wheelchair pads at bus stops within the City of Shoreline for increased accessibility

for persons with disabilities. Projects will be identified by public works for implementation.

Community Clinic/Affordable Housing: \$50,000: During the review of the CIP this summer the City Council indicated the desire to support the International Community Health Service's efforts to locate and develop a community clinic/affordable housing project in Shoreline. This clinic will focus services on the Asian Pacific Islander communities and be accessible to any local residents. It is envisioned that the clinic will be housed in a mixed use building which includes an unspecified number of affordable housing units serving those with incomes below 60% of median. .

5. Local Delivery of Regional Programs

Shoreline's Inter-local Agreement with King County allocates City CDBG funds to two regional programs that serve Shoreline residents locally. The amount of funding to each program is set by formula in the Inter-local.

The Housing Stability Project: \$17,885: A key strategy towards preventing homelessness involves keeping families in their current housing. The Housing Stability Program makes one-time loans and/or grants to homeowners and tenants in danger of eviction or foreclosure because of short-term financial difficulties. It also provides loans or grants to homeless families and individuals who need assistance moving to permanent housing, and limited assistance for other types of moves. Support for this program is set at 5% of all Consortium Cities' CDBG funding.

Major Home Repair: \$89,427: The King County Housing Repair Program administers the Major Home Repair program on Shoreline's behalf. The allocation to this program for each city is set in the Inter-local at 25% or \$89,427 of the City's total CDBG amount. Shoreline has made this service available to its residents since it first chose to participate in the CDBG Consortium. This program provides emergency grants and interest free loans to income eligible homeowners. Loans are recouped as revenue to the program when a home sells; hence the amount available to disperse varies from year to year. In 2008, the program has assisted one household through the second quarter. There is sufficient fund balance in the City's Home Repair accounts with King County to ensure sustained availability of this program in future years.

6. 2009 Public Services

Allocate Maximum to Public Services: \$39,268: The overall 2009-2010 Human Services Funding Plan, see Attachment B, provides funding to 26 separate programs. In order to achieve greater administrative efficiency, the CDBG Public Services funds are allocated to one program. As in the past, the 2009 CDBG Plan fully allocates the maximum amount of funding for public services allowed, \$39,268 (the balance of their \$77,708 in funding from the City's General Fund) to the Shoreline/Lake Forest Park Senior Center.

RECOMMENDATION

After holding a public hearing, staff recommends that Council adopt the and the 2009 Community Development Block Grant Plan in accordance with Attachments A 2009-2010 Human Service Allocation Plan in accordance Attachment B and authorize the City Manager to enter into agreements for implementing the funded projects.

ATTACHMENTS

Attachment A: 2009 CDBG Funding and Contingency Plan
Attachment B: 2009-2010 Human Services Allocation Plan
Attachment C: Description of Human Services Currently Funded
Attachment D: Ad-hoc Human Services Allocation Committee Recommendations
Attachment E: Appointments to Ad-hoc Human Services Allocation Advisory Committee
2009-2010

ATTACHMENT A

2009 CDBG Funding and Contingency Plan

CDBG Category	2009
Public Services	
The Housing Stability Project	\$17,885
City Defined Agency Funding (Shoreline/LFP Senior Center)	\$39,268
King County Home Repair	\$89,427
Capital Projects	
Minor Home Repair – Senior Services	\$70,000
Sidewalk Accessibility (Curb Ramps)	\$78,993
Community Clinic/Affordable Housing	\$50,000
Capital Project Administration	\$ 7,154
Program Administration and Planning	
King County	\$35,771
City of Shoreline	\$39,268
Total Estimated CDBG Funding *	\$427,766

*\$70,000 of recaptured funds from previous years will be allocated as follows: \$20,000 to sidewalks accessibility and \$50,000 to the development of mixed use building having housing for people with incomes of 60% of median or less and a medical clinic targeted to the Asian Pacific Islander communities.

2009 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. The HUD budget is very uncertain this year and there is a greater likelihood of a reduction in CDBG funding.

1. If additional funding becomes available:

a. **Public Services**

In the event CDBG Public Service funds are increased in 2009, any additional funds would be distributed equally among the three core services: Center for Human Services, the Shoreline/Lake Forest Park Senior Center and Hopelink.

b. **Capital Projects**

If additional CDBG Capital funds become available to the City in 2009, these funds will be provided to the Sidewalk Accessibility Program.

c. **Planning & Administration**

If additional CDBG Planning & Administration funds become available to the City in 2009, it is recommended that the City use these funds for planning and administration purposes.

2. If funding reductions are necessary:

a. **Public Services:**

In the event CDBG Public Service Funds are reduced in 2009, 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 2009CDBG Capital Funds are reduced, the Committee recommends reducing funding to Sidewalk Accessibility.

c. **Planning & Administration.** If a reduction is necessary in CDBG Planning & Administration funds in 2009, it is recommended that the City reduce the amount to be used funds for planning and administration purpose.

ATTACHMENT B

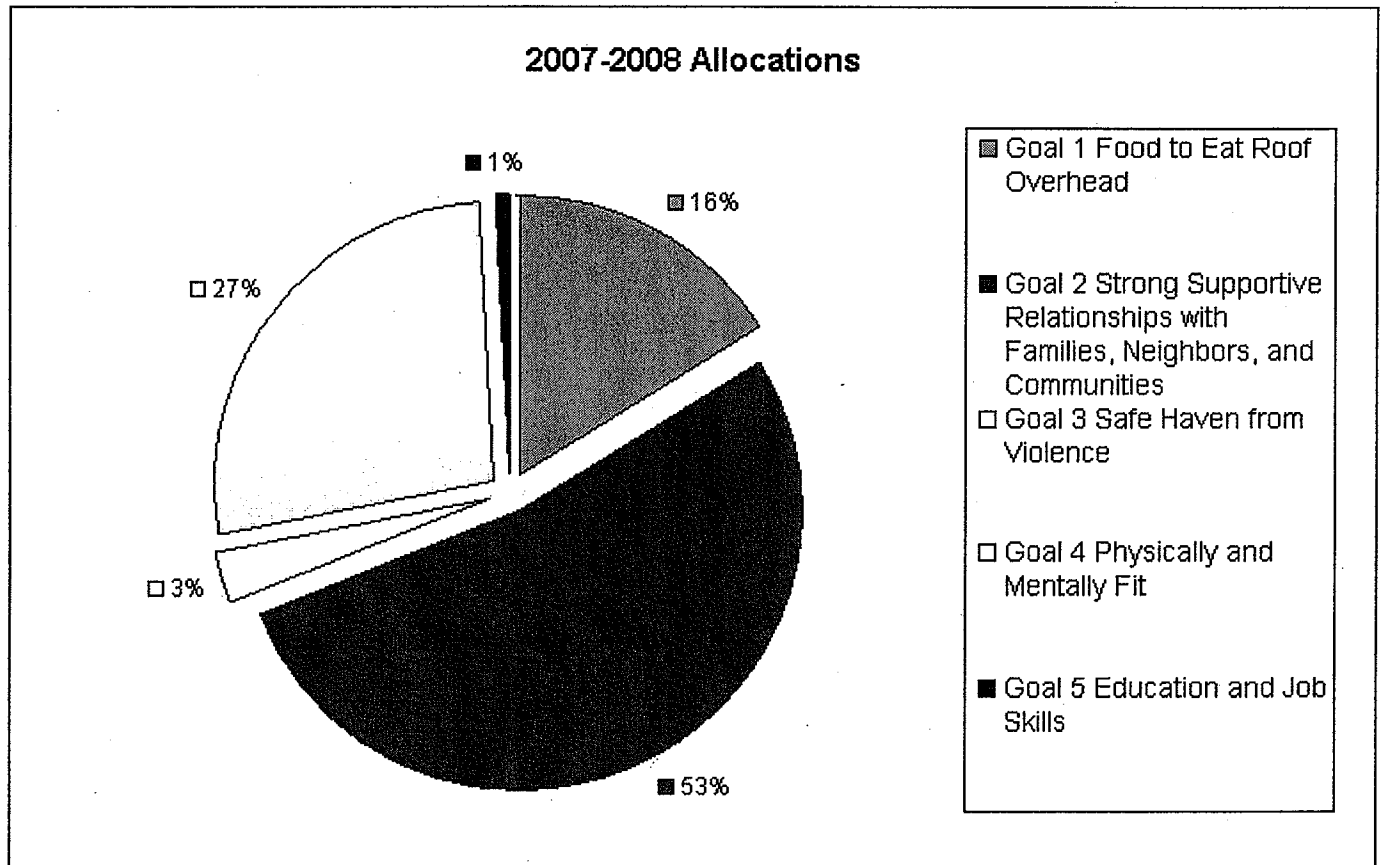
2009-2010 Human Service Allocation Plan

App. Number	2009 - 2010 Service Applications	2008 Awarded	2009 Request	2009 Recommended
	Existing Grantees			
1	Catholic Community Services/ Volunteer Chore	3,728.00	5,000.00	3,728.00
2	Child Care Resources /Resource and Referral	4,958.00	8,240.00	4,958.00
3	Children's Response Center	5,082.00	5,234.00	5,082.00
4	CHS-Family Counseling	47,722.00	55,000.00	47,722.00
5	CHS-Shoreline and Ballinger Homes Family Support Ctr	63,042.00	75,000.00	63,042.00
6	CHS-Substance Abuse	11,000.00	30,000.00	11,000.00
7	Community Health Centers - Medical	4,958.00	6,000.00	4,958.00
8	Crisis Clinic/ 24 -Hour Crisis Line	3,830.00	9,000.00	3,830.00
9	Crisis Clinic/2-1-1 Community Info Line	3,470.00	10,000.00	3,470.00
10	Crisis Clinic/Teen Link	4,958.00	5,000.00	4,958.00
11	Food Lifeline	5,000.00	6,000.00	5,000.00
12	FOY Healthy Start	9,876.00	10,370.00	9,876.00
13	HomeStep	4,598.00	5,000.00	4,598.00
14	Hopelink/ Adult Literacy	3,000.00	3,150.00	3,000.00
15	Hopelink/ Emergency Shelter & Trans. Housing	7,208.00	7,500.00	7,208.00
16	Hopelink/ Family Development Program	7,500.00	7,875.00	7,500.00
17	Hopelink/Emergency Food Services	4,958.00	10,000.00	4,958.00
18	Hopelink/Emergency Services	23,798.00	26,178.00	23,798.00
19	KSARC/Comprehensive Sexual Assault Service	5,206.00	5,465.00	5,206.00
20	Senior Services - Community Dining	2,975.00	6,778.57	2,975.00
21	Senior Services - Meals On Wheels	4,958.00	11,424.84	4,958.00
22	Senior Services - Shoreline/LFP Senior Center ^[1]	77,708.00	117,708.00	77,708.00
23	Senior Services - Volunteer Transportation	3,728.00	4,770.00	3,728.00
24	Wonderland Development Center	4,958.00	16,500.00	4,958.00
	Subtotal Existing Services	318,219.00	447,193.41	318,219.00
	New Applications			
25	Alliance for People with Disabilities		7,500.00	
26	Community Health Centers Dental	0.00	5,000.00	
27	Consejo Counseling and Referral	0.00	5,000.00	
28	Eastside Baby Corner	0.00	2,000.00	
29	Emergency Feeding Program	0.00	2,500.00	
30	Elder and Adult Day Svc	0.00	5,000.00	
31	NAMI Eastside, Hero House	0.00	3,000.00	
32	Refugee Women's Alliance	0.00	45,225.00	9,762.00
33	Teen Hope	0.00	10,000.00	
	Subtotal New Services		85,225.00	9,762.00
	Grand Total Services		532,418.41	327,981.00

ATTACHMENT C

Description of Human Services funded in 2008

Goal 1 Food to Eat Roof Overhead	54,248
Goal 2 Strong Supportive Relationships with Families, Neighbors, and Communities	177,653
Goal 3 Safe Haven from Violence	10,288
Goal 4 Physically and Mentally Fit	91,030
Goal 5 Education and Job Skills	<u>3,000</u>
	336,219



ATTACHMENT D

Ad-hoc Human Services Allocations Committee Recommendations

1. The Committee recommended that the 24 existing contracted agencies continue to be funded at current levels as they are meeting a demonstrated need in the community and are performing satisfactorily on their contracts.
2. The Committee recommended that the Shoreline/Lake Forest Park Senior Center continue to receive the additional allocation of \$18,000 if such funding is available.
3. The Committee recommended that the new funding, (\$9,763) be allocated to the Refugee Women's Alliance (REWA) to support their Customized Career Navigator project. Through this program REWA assists refugees and immigrants to obtain and improve their employment status and skills. The Committee was impressed that their services are offered at their partner's (DSHS, Shoreline Community College and Hopelink) locations and are delivered by native language speakers from the clients' home countries. This funding will strengthen and expand these partnerships and in turn provide individuals and families with needed coordinated services.

ATTACHMENT E

Appointments to Ad-hoc Human Services Allocation Advisory Committee 2009-2010

- Armilito J. Pangilinan, chief operating officer, for non-profit. Active in Filipino community, experience reviewing grants for United Way. Education includes BS Accounting, MBA, CPA.
- Melinda Giovengo, previous member of the committee, is director of a social service agency, 27 years in social services, Ph.D in Educational Psychology. Ran for City Council in last election, active in local issues.
- Gary Kingsbury, MBA Strategic Planning, former pastor, currently general manager arts organization, member King County Veterans and Human Service Levy Oversight Board for veterans services.
- Edie Loyer Nelson, previous member of Committee, member King County Human Services Levy Oversight Committee for Human Services. Retired social worker with DSHS, Native American, previous trustee Shoreline Community College, and active in incorporating Shoreline as a city.
- Sharon Jodock-King, life-long advocate for disabled, board member of service provider for disabled. Sharon and her husband, who is also disabled, volunteer in three shoreline schools teaching children about disabilities and demonstrating how people who are non-vocal can communicate with augmentative communication devices.
- Lan Lan Chen, previous member of the committee, is employed by a food import business and is the only representative of the private business sector. Ms Chen is of Chinese ethnicity and also brings a youthful view of the community to the Committee's deliberations.