



**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
PROGRAM YEAR 2011 ACTION PLAN**



## **2011 ACTION PLAN DEVELOPMENT TEAM**

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The City of Olympia extends its thanks to the many stakeholders and citizens who participated in developing the Program Year 2011 (PY 2011) Annual Action Plan.

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## EXECUTIVE SUMMARY

The Community Development Block Grant (CDBG) Program is a federal program administered by the Department of Housing and Urban Development (HUD). The CDBG Program is a flexible program that provides communities with resources to address a wide range of unique community development needs. CDBG funds are intended to help develop viable urban communities by providing:

1. Decent housing,
2. A suitable living environment, and
3. Expanding economic opportunities, principally for low- and moderate-income people.

The City of Olympia has been a recipient of CDBG funds since 1982. Olympia's Community Planning and Development (CPD) Department is the lead entity responsible for overseeing the CDBG Program. CPD's mission is to protect and enhance our community's quality of life, sustainability, and public safety through our comprehensive plans, development regulations, and service programs.

The PY 2011 Action Plan serves as the blueprint for how Olympia will invest CDBG funds to address high-priority local needs and benefit the community in the second year of the 2010-2012 Consolidated Plan period.<sup>1</sup>

### **Anticipated Resources**

HUD has notified the City that \$353,426 in new CDBG entitlement funds will be allocated to Olympia for PY 2011. The City also received \$100,574 in program income (repaid rehabilitation loans) that is available, bringing total anticipated resources for the CDBG Program to \$454,000.

### **Citizen's Guide to the 2010-2012 Consolidated Plan**

The PY 2011 Action Plan is guided by the City of Olympia's three-year Consolidated Plan, 2010 – 2012. Readers can find a copy of the *Citizen's Guide to the 2010-2012 Consolidated Plan* on the City's website at [www.olympiawa.gov](http://www.olympiawa.gov). The *Citizen's Guide* clarifies the purpose of the Consolidated Plan as a strategic plan that:

- *Evaluates* the past performance of Olympia's CDBG Program,
- *Analyzes* Olympia's housing and community development needs,
- *Describes* the consolidated planning and public participation process,
- *Presents* Olympia's proposed strategies for the use of CDBG funds over the next three years, and
- *Invites* you to share your views and become involved in making future CDBG decisions.

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<sup>1</sup> Olympia's CDBG Program operates on a fiscal year that runs from September 1 to August 31, so the PY 2011 Action Plan covers the period from September 1, 2011, to August 31, 2012. To avoid confusing the 2011 CDBG program year with calendar year 2011, the program year is generally referred to as "PY 2011."

### **Evaluation of Past Performance**

In PY 2010 the Olympia CDBG Program funded \$773,283 for housing and community development activities during the first year of the three-year 2010-2012 Consolidated Plan. The following activities were funded:

- *Rehabilitation Loans* – Behavioral Health Resources is still working on completing their pre-development studies on the B&B housing rehabilitation project.
- *Land Acquisition* – Zero percent (0%) was expended on land acquisition activity during this period. The Mercy Housing project (allocated \$200,000) requested city-owned land in lieu of a CDBG allocation. The Homes First project (allocated \$115,000) was unable to complete their acquisition/rehabilitation project during the program year.
- *Public Services* – Eleven (11%) percent of funds (\$82,500) provided public services, including emergency shelter, transitional housing, drop-in centers for at-risk youth, and fair housing counseling to a total of 903 people.
- *Public Facilities* – Ten percent (10%), or \$80,000, was utilized to support the pre-development studies related to a SafePlace Domestic Violence facility for the portion of the project involving a community center.
- *Economic Development* – Four percent (4%) of spending (\$32,500) supported economic development, including providing microenterprise training to 10 Olympia residents through Enterprise for Equity.
- *Direct Service Delivery Costs* – A total of \$50,000 or 6 percent of the funds was spent on direct service delivery costs to manage the specifically funded activities.
- *Administration* – A total of 14 percent of the funds (\$110,000) was spent on general administrative costs of running the CDBG Program.

More information about the CDBG Program's past performance can be found in the *Citizen's Guide*.

### **Program Year 2011 Action Plan**

The City held a public hearing on April 19, 2011, to receive public comment on the CDBG Program. The City makes the draft CDBG 2011 Annual Action Plan available for review during a public comment period from June 13 through July 12, 2011, after which the City will finalize this action plan. This draft plan identifies the three strategies taken from the Consolidated Plan's list of five strategies for the use of CDBG. These three strategies were developed to address three national objectives of the program.

Within the three strategies are a total of seven types of activities that are proposed for funding. The draft strategic plan includes the following objectives:

1. **Social service funding** for local nonprofits to support vulnerable populations including the homeless.
2. **Preserve homes and neighborhoods** with housing rehabilitation.
3. **Expand housing stock** with land acquisition for affordable housing development, or other eligible activities pursuant to National Objectives and according to the City's community development priorities.

For more information about approved strategies, please see the *Citizen's Guide* and Part I of the 2010-2012 Consolidated Plan.

**Federal Regulatory Caps on CDBG Funding:** Federal CDBG regulations require a 15% cap on social services spending. For PY 2011, this means up to \$68,100 for social services, as 15% of the combined CDBG funding of \$454,000 (includes \$353,426 in new funds and \$100,574 in revolving loan income). CDBG regulations provide for up to 20% general administrative costs. In addition to general administrative costs, the City has allocated \$60,000 for direct service delivery costs to fund the expenses of carrying out the specific activities. Following is a breakdown of these recommended categories of expenditures:

\$ 68,100	Social Services (15% cap)
\$ 90,800	General Administration (20% cap)
<u>\$ 60,000</u>	<u>Direct Service Delivery Expenses</u>
<b>\$218,900</b>	<b>Total Specific Expenditures</b>
<b>\$235,100</b>	<b>Land Acquisition or other eligible activities pursuant to CDBG National Objectives and according to the City's community development priorities</b>
<b>\$454,000</b>	<b>Total CDBG funds available for PY 2011</b>

### **Anticipated Resources and Expenditures**

The City will receive \$353,426 in new CDBG entitlement funds for PY 2011, a 16 percent drop from PY 2010, and \$100,574 in revolving loan income (repaid rehabilitation loans) is also available, bringing the total anticipated resources available for the CDBG Program to \$454,000. In PY 2011, the CDBG Program plans to expend \$454,000 as follows:

- **\$20,000** for **Catholic Community Services** Drexel House for homeless, single men.
- **\$12,000** for the **CYS "RISE"** Transitional Housing Program for homeless youth (ages 18-21).
- **\$16,100** for **CYS Rosie's Place** Youth Drop-in Center Program for homeless youth (ages 18-21).
- **\$20,000** for emergency shelter services offered at the **SafePlace Shelter** for battered and abused spouses.
- **\$235,100** for **land acquisition or other eligible activities pursuant to CDBG National Objectives** and according to the City's community development priorities.

**Figure I. Proposed PY 2011 Expenditures by Type**

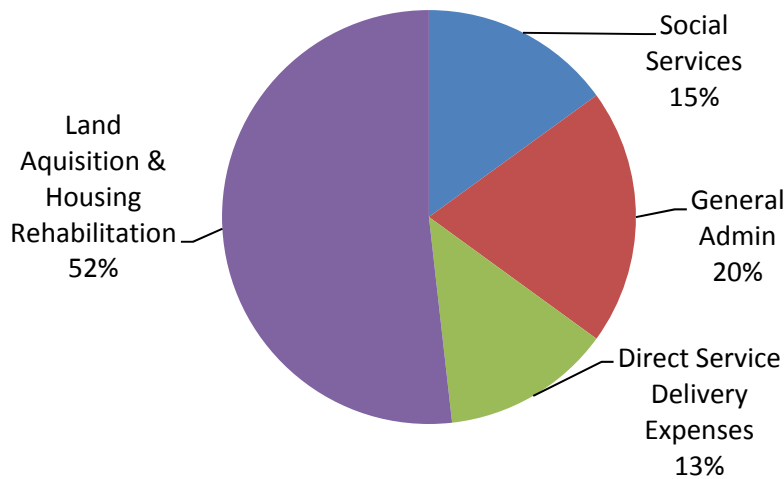


Table I shows the recipients and projects that have been awarded funds for PY 2011. Together, these projects and activities are expected to result in:

- Providing over 13,040 bed nights in homeless and/or domestic violence shelters, and
- Providing other vital public services to 1,406 people (including bed nights).

Each project and activity awarded funding by the CDBG Program is linked to at least one HUD objective and City strategy. A description of each project and estimated outcomes is also provided (*see Table 2, page 7*).

**Table I. Proposed PY 2011 Awards by Recipient and Project**

CDBG Activity Category	Recipient	Project/Activity	Proposed PY 2011 Award
Social Services	Catholic Community Services	Drexel House Emergency Shelter	\$20,000
Social Services	Community Youth Services	Rosie's Place*	\$16,100
Social Services	Community Youth Services	RISE Transitional Housing	\$12,000
Social Services	SafePlace	Emergency Shelter for Abused Spouses	\$20,000
Land Acquisition for affordable housing development or other eligible activities pursuant to CDBG National Objectives and according to the City's community development priorities.	To Be Determined	To Be Determined	\$235,100
Administration/Planning	City of Olympia	General Administration	\$90,800
Rehabilitation Administration	City of Olympia	Direct Rehabilitation Loan Services	\$60,000
<b>Total:</b>			<b>\$454,000</b>

\*Remaining \$3,900 of total \$20,000 allocation to come from City of Olympia General Funds

## **PY 2011 ACTION PLAN**

### **CITIZEN PARTICIPATION AND CONSULTATION PROCESS**

Participation from citizens, agencies, advocacy groups, nonprofit organizations, faith communities, businesses, and others concerned with housing, homelessness, and community development in the City of Olympia was encouraged throughout the planning process. Highlights of the process of developing the PY 2011 Annual Action Plan include:

- March 8, 2011, release of City Council approved CDBG Request for Proposals.
- Reviewed existing data on affordable housing, homelessness, and community development needs.
- Hosted two “Community Partner Meetings” (March 17 and 31, 2011), to solicit public comment from community partners from social service organizations and affordable housing providers; strategized on the most effective use of CDBG funds and discussed possible changes to Olympia’s CDBG Program.
- Coordinated countywide efforts to address homelessness, including the January 2011 Point-in-Time count and monthly meetings of the Thurston County HOME Consortium.
- City Council held a public hearing on April 19, 2011.
- Ad Hoc Social Service Committee reviewed proposals on May 25, 2011.
- June 14, 2011, Council reviewed recommendations from Ad Hoc Social Services Committee and directed final allocations of CDBG funding.
- Conducting a 30-day public comment period from June 13 to July 12, 2011.
- Submission of CDBG PY 2011 Annual Action Plan to HUD by July 15, 2011.

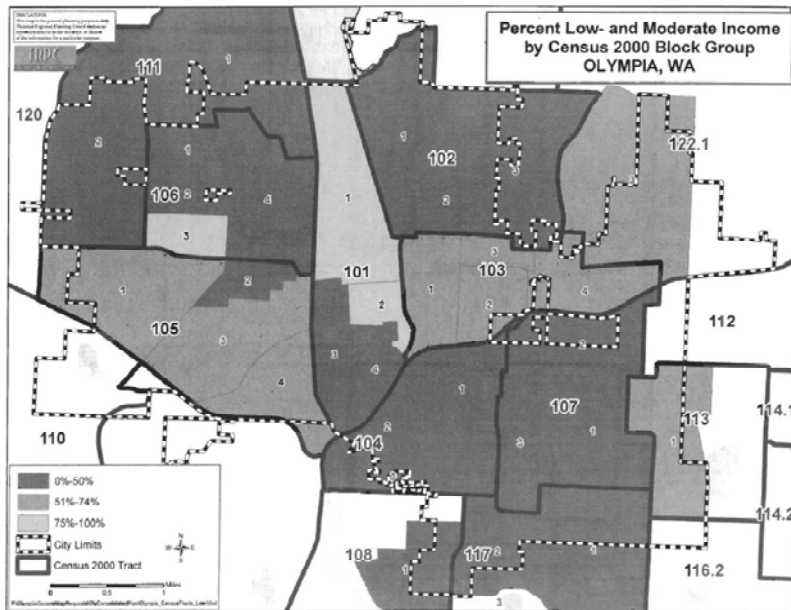
### **Summary of Public Comments and Responses**

For a summary of comments received and the City of Olympia’s responses, please see Appendix II.

### **GEOGRAPHIC DISTRIBUTION**

The City of Olympia will direct CDBG funds to projects and programs benefiting those with low to moderate incomes (LMI) and to projects eliminating slum and blighting influences. Most activities funded through CDBG are conducted citywide, targeting individuals or households with incomes below 80 percent of median. Projects benefiting geographical areas will be located in designated low- to moderate-income areas. Figure 1 shows areas of the City with concentrations of low- to moderate- income households. Many of the areas of racial/ethnic minority concentration are located in the City’s identified low- to moderate-income areas.



**Figure 1. Percent of LMI Households by Census Tract**

*Please Note: 2010 Census data for LMI households by census tract not yet available*

### **Project Locations**

**Catholic Community Service’s Drexel House** shelter is located at 604 Devoe Street SE. All of the **Community Youth Services** programs are located at 711 State Street; CYC operates their program on a citywide basis, and **SafePlace’s** business office is located at 314 Legion Way.

### **ANTICIPATED RESOURCES**

HUD has notified the City that \$353,426 in new CDBG entitlement funds will be allocated to Olympia for PY 2011. The City also received \$100,574 in revolving loan income (repaid rehabilitation loans) that is available, bringing total anticipated resources for the CDBG Program to \$454,000.

### **Other Resources**

The City of Olympia also allocated \$70,000 from the general fund to address emergency shelter, transitional housing, daycare, homeless outreach, and other anti-poverty programs through the Human Services Review Council. In addition, the City has allocated one-time general fund monies of \$170,000 for the “Homeless Prevention Program.” CDBG funds will leverage \$1,048,849 in other funds (including federal, state, county and private funds). The PY 2011 CAPER will present more detailed information on leveraged funds by source.

Housing programs delivered by the City, such as the Investor-Owned Rehabilitation Program, require a match of private dollars to leverage public funds when feasible. Olympia will also take a variety of actions to ensure that other agencies and organizations apply for all available funds

to implement these housing strategies. Staff will share Notices of Funding Available (NOFAs) with other agencies, social service providers, nonprofit developers, and advocacy groups.

Olympia will offer letters of support and certifications of consistency for project applications that support goals and strategies found in the Consolidated Plan with siting criteria to be considered to avoid undue concentrations of low- and moderate-income housing.

## ANNUAL OBJECTIVES

Three strategies for use of PY 2011 CDBG funds were developed to address the three national objectives of the program: decent housing, a suitable living environment, and expanded economic opportunities for low- to moderate-income people.

Within the five proposed strategies are a total of seven types of activities that are proposed for funding. The draft strategic plan includes the following objectives:

- **Preserve homes and neighborhoods** with housing rehabilitation.
- **Expand housing stock** with land acquisition for affordable housing development.
- **Social service funding** for local non-profits to support vulnerable populations, including the homeless.

The plan funds activities that support each City strategy in PY 2011. Table 2 shows the national objective and City strategy that will be addressed by each funded activity. In addition, Table 2 lists the performance measures associated with each objective and the estimated outcomes (results) that will be accomplished in PY 2011. These measures identify the number of:

- Housing units to be developed or rehabilitated,
- Persons to be served by public facilities, social services, and business trainings, and
- Bed nights in homeless and domestic violence shelters to be provided.

**Table 2. Specific Annual Objectives (HUD Required Table 3a)**

National Objective/ City Strategies	Objective Number	Performance Measure	2011 Output (Estimated)
<b>Availability/Accessibility of Decent Housing (DH-1)</b>			
<i>Expand housing stock or other eligible activities pursuant to CDBG National Objectives and according to the City's community development priorities.</i>	DH1.1	Units of affordable housing to be developed through land acquisition	42
	DH1.2	Units of affordable housing to be developed through new construction	35
<b>Sustainability of Decent Housing (DH-3)</b>			
<i>Preserve homes and neighborhoods</i>	DH3.1	Units of low-income housing to be rehabilitated	0
	DH3.2	Units of special needs housing to be rehabilitated	0

National Objective/ City Strategies	Objective Number	Performance Measure	2011 Output (Estimated)
<b>Availability/Accessibility of a Suitable Living Environment (SL-1)</b>			
<i>Social service funding</i>	SL1.1	Bed nights to be provided in homeless &/or domestic violence shelters	13,040
	SL1.2	Persons to be provided with other public services	1,406
<i>Public facilities</i>	SL1.3	Low-income persons to benefit from public facilities	250
<b>Availability/Accessibility of Economic Opportunity (EO-1)</b>			
<i>Business training*</i>	EO 1.1	Low-income persons to be provided microenterprise training	0

\*City to reprogram up to \$35,000 of unspent prior years' allocations to fund Enterprise for Equity's microenterprise in Program Year 2011

## SUMMARY OF PY 2011 ACTIVITIES

### Priority Needs and Activities

The City of Olympia is proposing that the following types of activities and needs be prioritized for CDBG funding based on a review of documented need and input gathered from stakeholders. Full analysis of the basis for determining priority needs can be found in Part I of the 2010-2012 Consolidated Plan. Needs and types of activities that are proposed as funding priorities include:

- **Land acquisition and new construction to develop new affordable housing.** Almost 75 percent of extremely low-income households pay over half of their income for housing. The analysis of Olympia's housing market shows substantial need for additional units of housing that are affordable to people with low incomes and special needs.
- **Owner- and tenant-occupied housing rehabilitation loans.** Over 1,200 housing units are known to be in need of physical repair. Rehabilitation loans help maintain the supply of affordable housing that already exists, remove lead-based paint hazards and can make units accessible to seniors or other persons with disabilities.
- **Homeless housing and services, particularly for persons with mental illness.** Mental health issues were described as a cause of homelessness by 41 percent of individuals in the 2010 PIT count. Resources to address homelessness, particularly for the chronically homeless and those with mental illnesses, were high priorities for survey-takers.
- **Social service funding, particularly for the homeless, youth, and victims of domestic violence.** Survey respondents identified a lack of social service funding as the greatest challenge facing the Olympia community in general. The need for social services is highlighted by examples such as the increase in the homeless population, rising poverty rates and demand for shelter and counseling for domestic violence victims that far outpaces current capacity.

- **Business training for low-income entrepreneurs.** Microenterprise training is a critical part of addressing poverty, allowing low-income people to start small businesses and supporting economic development for the whole city.

### **Specific PY 2011 Activities to Address Priority Needs**

The City of Olympia plans to provide CDBG funding to the following projects and activities to address the priority needs outlined above. All PY 2011 activities will benefit low- to moderate-income persons.

#### *Housing Rehabilitation, Land Acquisition and Construction*

- The specific housing rehabilitation and land acquisition activities for this program year are not yet determined.

#### *Public Facilities*

- There are no planned public facility activities for this program year.

#### *Public Services*

- Emergency shelter housing and supportive services for up to 106 single, homeless men for a total of 5,840 bed nights annually through **Catholic Community Services**.
- Transitional housing for 50 previously homeless youth, aged 18-21, and their dependent children (18,000 bed nights annually) with support services through the **Community Youth Services' "R.I.S.E." Program**.
- Direct support services and referrals for 36 to 45 homeless and street-dependent youth, aged 18-21, per day through the **Community Youth Services' "Rosie's Place" Program**.
- Emergency shelter and services through **SafePlace** for victims of domestic violence by providing 7,200 bed nights annually to 250 people.

### **AFFORDABLE HOUSING GOALS**

Projects proposed for CDBG funding in PY 2011 could develop up to 40 new units and rehabilitate 10 units, providing affordable housing for 6 low-income households and 47 households that have special needs, or other eligible activities pursuant to CDBG National Objectives and according to the City's community development priorities.

Multi-year ongoing housing projects from PY 2010 included:

- Intercommunity Mercy Housing to acquire land to develop 35 rental units for low-income elderly persons.
- Behavioral Health Resources to rehabilitate 12 rental units for persons with special needs at the B&B Apartments.
- Homes First! to acquire/rehabilitate two rental units for low-income households.

Table 3 shows the number of units expected to be completed. Part I shows the intended beneficiaries of the units and Part II shows the types of units by tenure. All proposed units meet the Section 215 definition for affordable housing. The actual number of units completed will be reported in the Consolidated Annual Performance Evaluation Report (CAPER) for PY-2010, available in November 2011.

Table 3. Annual Housing Completion Goals (HUD Required Table 3b)

PY 2011 Housing Goals		Expected Units	Actual Units (reported in CAPER)
<b>Part I – Housing Goals by Beneficiary</b>			
<b>Beneficiary Goals</b>	Homeless households	-	
	Low-income households (not currently homeless)	30	
	Special needs households	47	
	<b>Total</b>	<b>77</b>	
<b>Part II – Housing Goals by Tenure</b>			
<b>Renter Goals</b>	Acquisition of existing units	-	
	Production of new units	35	
	Rehabilitation of existing units	42	
	Rental Assistance	-	
	<b>Renter Goals</b>	<b>77</b>	
<b>Owner Goals</b>	Acquisition of existing units	-	
	Production of new units	-	
	Rehabilitation of existing units	-	
	Homebuyer Assistance	-	
	<b>Owner Goals</b>	<b>0</b>	
<b>Combined Goals by Activity Type</b>	Acquisition of existing units	-	
	Production of new units	0	
	Rehabilitation of existing units	0	
	Rental Assistance	-	
	Homebuyer Assistance	-	
	<b>Total</b>	<b>77</b>	

In addition to the 77 units anticipated to be completed with CDBG PY 2011 funds, Olympia will use City funds to provide owner-occupied rehabilitation loans to up to 4 low-income households.

### **Public Housing**

Within the City of Olympia there is one public housing project owned and managed by the King County Housing Authority. Casa Madrona is a 70-unit elderly housing project located on Martin Way. The Housing Authority is not “troubled” or performing poorly, and there are no City plans to assist the King County Housing Authority at this time.

In PY 2011, the City of Olympia will continue to coordinate efforts to provide housing and address homelessness with the Housing Authority of Thurston County, which provides tenant- and project-based rental assistance and other housing services.

## **BARRIERS TO AFFORDABLE HOUSING**

The City of Olympia's housing efforts provide only a small impact on the overall housing needs of the community. The City continues to initiate discussions with Thurston County to identify possible future collaborative efforts in order to reduce barriers to affordable and supportive housing and to stimulate more interest in housing investment among the private and public sectors.

Poverty is a principal barrier to housing affordability. In PY 2011, most CDBG-funded projects and activities will assist households below 50 percent of median income, since these households were identified as having the greatest level of need in the consolidated planning process. Beyond activities of the CDBG Program, Olympia will continue its efforts to reduce the number of poverty-level families by encouraging participation in various assistance programs offered by the City and other agencies, rental assistance programs, homeless prevention programs, and urban homesteading-type programs.

### **Fair Housing Choice**

The City intends to continue to provide training for specific housing industry organizations to increase awareness of the laws and to encourage good-faith compliance. This training is provided through partnerships with agencies like the State Human Rights Commission, the Washington Fair Housing Center, the Crime-Free Multi-Housing Program operated by the Olympia Police Department, the Olympic Renters Association, and others to provide fair housing training in a variety of settings geared toward housing industry providers.

In an effort to affirmatively further fair housing and to ascertain any barriers to affordable housing choice, the CDBG Program funded an Analysis of Impediments to Fair Housing (AI) study, which was first completed in 1996 and then updated in 2006. The AI strongly recommended continuing cross-jurisdictional outreach, education, enforcement, encouraging homeownership and lending marketing to African American and Hispanic households, and continuing to implement current human services strategies, including supporting fair housing training for both housing consumers and industry professionals.

Olympia will continue the following fair housing outreach, education, and enforcement efforts to affirmatively further fair housing in PY 2011:

- Partnering with the State Human Rights Commission to provide training via the annual Crime-Free Multi-Housing training program for landlords and property managers.
- Maintaining a city web page with fair housing information.
- Including fair housing information and housing complaint messages on the 24-hour City of Olympia automated information telephone line known as "City Line" (360-753-4444, Ext. 3420 and 3440).

- Incorporating fair housing clauses in contracts with rental owners assisted by the CDBG Program, which states,

"All housing in the project will be operated in a manner consistent with federal housing policy governing non-discrimination and accessibility as determined under the Americans with Disabilities Act, the Fair Housing Act as amended, the rules and regulations of the U.S. Department of Housing and Urban Development and federal, state, and local law now provided or which may hereafter be provided. To that end, the owner shall not discriminate in making rental units available for occupancy on the basis of race, creed, color, sex, national origin, religion, marital status, age, or disability; provided that the owner may take such actions as may be necessary to qualify for or to maintain its qualification for the exception that relates to housing for older persons under the Fair Housing Act as amended, and 24 CFR Part 100 Subpart E. Furthermore, the owner shall not discriminate against any prospective resident or existing resident on the basis of that prospective resident's or existing resident's sources of income provided such sources of income are not in contravention of any federal, state, or local law."

- In addition, Chapter 5.80 of the Olympia Municipal Code provides that no person may withhold from any person or group of persons such housing accommodations, or segregate the use thereof, or represent that such housing accommodations are not available for inspection when in fact they are so available, or expel or evict an occupant from a housing accommodation, or discriminate against any person because of the sexual orientation, or gender identity, or perception thereof of such person or persons.

### **Public Policies**

Specific actions or reform steps that have been taken in the City of Olympia to remove or ameliorate negative effects of public policies that can serve as barriers to affordable housing include:

- Olympia has a Comprehensive Plan Housing Element that includes an analysis of housing needs; goals for preservation, improvement, and production of housing; identifies sufficient land for housing; and makes provisions for existing and projected needs of all economic segments of the community.
- Olympia's Comprehensive Plan contains policies, incentives, regulations, and programs to provide its share of housing affordable to low- and moderate-income households as determined by an inter-jurisdictional planning process.
- Olympia is preparing to revise its Comprehensive Plan in 2012 and will utilize this opportunity to evaluate its existing resources of subsidized and low-cost, non-subsidized housing and identify housing that may be lost due to redevelopment, deteriorating housing conditions, or public policies or actions. The City will continue to encourage strategies to preserve existing low-income housing where feasible and to encourage relocation assistance for low-income residents who may be displaced.
- Olympia will maximize its ability to accommodate sufficient, affordable housing by removing unnecessary regulatory barriers, reviewing codes for redundancies and



inconsistencies, and providing opportunities for a full range of housing types such as accessory dwelling units, manufactured homes on individual lots, apartments, townhouses, and attached single-family housing.

- Olympia will work with housing developers and interested groups to publicize successful examples of projects and programs that can be replicated or adapted for other circumstances.
- Olympia will continue to encourage other neighboring jurisdictions to encourage the preservation, improvement, and production of new affordable housing units as possible through their Comprehensive Plans and related policies.
- Olympia will continue to participate in the HOME Consortium to encourage the funding of projects that will preserve, improve, or produce new affordable housing units in other jurisdictions.

### **HOMELESS AND SPECIAL HOUSING NEEDS**

The City of Olympia will undertake or continue to support a wide variety of activities to address the priority needs of homeless individuals and families and persons with special needs in PY 2011 as part of the Thurston County continuum of care model that serves to coordinate and network all local services and resources for homeless individuals and families.

Services provided by participants in the continuum of care include outreach and assessment, emergency shelters and services, mental health services for homeless and at-risk populations, services for at-risk and homeless youth, transitional housing, permanent supportive housing, access to permanent housing, and activities to prevent low-income individuals and families with children from becoming homeless.

Olympia will undertake or support the following specific activities in PY 2011:

- Provide **\$20,000** in CDBG matching funds to leverage \$177,550 for **Catholic Community Services** Drexel House for homeless, single men.
- Provide **\$12,000** in CDBG matching funds to leverage \$396,462 for the **CYS “RISE”** Transitional Housing Program for homeless youth (ages 18-21).
- Provide **\$16,200** in CDBG matching funds to leverage \$220,508 for the **CYS Rosie’s Place** Youth Drop-In Center Program for homeless youth (ages 18-21).
- Provide **\$20,000** in CDBG funds to leverage \$115,829 for emergency shelter services offered at the **SafePlace Shelter for battered and abused spouses**.
- Provide **\$5,000** in City of Olympia general funds to leverage \$138,500 in private donations for rental and utility assistance offered through **St. Vincent DePaul**.



- Administer a one-time \$170,000 fund for the City of Olympia **Homeless Prevention Program** to foster a stronger and better coordinated homeless shelter and services network through the following activities: (1) creation of a coordinated point of entry; (2) promotion of more comprehensive data entry into the State HMIS to ensure more accurate data; (3) expanded collaboration between service providers; (4) greater leverage of funding resources, and (5) direct service provision, with particular emphasis on chronically homeless, homeless unaccompanied youth, and homeless families.
- Participate in the inter-jurisdictional **Human Services Resource Committee (HSRC)** allocation process that distributes resources to local human service providers. The HSRC provides funding to a broad range of social services that benefit extremely low-income residents of the County. These services focus primarily on homeless and at-risk populations. Olympia's 2011 contribution is \$70,000 in local funds.
- Participate with and support the County's interjurisdictional **HOME Consortium** in the allocation of the PY 2011 Thurston County's federal HOME funds in the amount of \$804,611 and an estimated \$1,102,440 from the state Homeless Housing and Affordable Housing Program funds.
- Participate in the **Thurston County Housing Task Force** in coordinating the activities of all local social services for very low-income and homeless people. This organization meets monthly with representatives from nearly all local nonprofits, faith community based, government agencies, and other organizations dedicated to social services. This organization is staffed by the Housing Authority of Thurston County and often serves as the interjurisdictional group to conduct such activities as the annual homeless census, also known as the PIT count.
- Participate in the **Continuum of Care** process. This process occurs monthly in conjunction with the Housing Task Force meetings, serving as the work group for a wide variety of projects.
- Participate in the coordination of the **Cold Weather Shelter Program**, which operates three shelter programs during the cold weather months on all nights during which temperatures dip below freezing. The single men's cold weather shelter is administered jointly by the cities of Lacey, Olympia, and Tumwater in conjunction with Thurston County. Originally, the single men's shelter rotated between the County Courthouse and the various City Halls, but now it is housed exclusively at the Salvation Army. The single women's shelter program is coordinated by Interfaith Works, rotating between participating faith communities. The Women with Families Cold Weather Shelter is coordinated by the Emergency Shelter Network (ESN) Program of the Family Support Center. The women's shelter rotates between a series of faith community hosts, who provide space for up to 15 women and children. ESN provides mattresses, food, and other supplies.
- Monitor and work with **the Low Income Housing Institute (LIHI)** in the operation of the 42-unit Fleetwood Building Transitional Housing Apartments.

- Monitor and work with **Catholic Community Services** in the operation of the 51-bed Drexel House that provides 16 emergency shelter beds, 25 units of transitional housing, and 10 units of permanent housing with supportive services.
- **Provide technical assistance** to local groups attempting to provide affordable housing to low-income households and special needs populations. This includes assistance with applications for funding, letters of support, assistance with planning or building code-related matters, or other tangible means of assistance.
- **Utilize housing rehabilitation loan funds** by matching grant opportunities as they arise to provide for additional low-income housing.
- In an effort to **prevent at-risk low-income families and individuals from becoming homeless**, the City of Olympia will encourage access to social service agencies and participation in rental assistance programs and state assistance programs as managed by local agencies.
- To address the non-homeless special needs populations, the City of Olympia will **support and cooperate in the development of housing and social service programs** to assist the physically handicapped, the developmentally disabled/mentally handicapped, and persons with HIV/AIDS.
- Coordinate **2012 Thurston County homeless census** by contract with Thurston County to provide a more accurate count of homeless people, their needs and an assessment of the existing resources.
- **Support for Camp Quixote, the regional Homeless Tent Encampment:** In the past decade, homeless camps have emerged as a de facto element of the continuum of homeless accommodations in the Pacific Northwest. The City of Olympia witnessed the creation of its first organized homeless encampment in February of 2007. Camp Quixote was started by homeless activists, but was soon “adopted” by a rotating circuit of faith communities.

Olympia has worked with the cities of Tumwater and Lacey and Thurston County to develop similar ordinances that would allow such homeless encampments to exist on faith community property, so long as the hosts provide potable water and sanitation and further engage the surrounding neighborhood in a small-scale community dialogue. In Olympia, this process is governed by the Conditional Use Permit process, which allows for a three-month occupancy. This model draws from the volunteer resources and donations of local faith communities and requires only nominal public support, primarily through Planning and Code Enforcement, both of which are entirely funded by the City’s local funding.

Tent housing is suboptimal in the traditional scheme of emergency shelter, transitional housing, and permanent housing with supportive services. However, given the lack of sufficient shelter and transitional housing capacity, regulated tent encampments provide a safer, more secure community-based environment in which homeless people can access services and other resources with a goal of moving back into traditional housing and

employment. These encampments also tap into local faith communities to create a deeper, more substantive engagement with homeless issues. It is anticipated that interjurisdictional dialogue will continue to explore these nontraditional models of homeless accommodation in order to provide homeless people with a better alternative than living in cars or in the woods.

The City is currently working with Thurston County to allow Camp Quixote to explore options for a permanent location on County-owned land located inside the City of Olympia. In addition to a permanent location, Camp Quixote is working on a transition from being a tarp-based tent community to becoming a cottage-based village with “tiny house” dwellings. This process is currently working through the Planning Commission and City Council approval process.

**Please note, no CDBG funds are expended in relation to this activity.**

## **OTHER ACTIONS**

### **Lead Based Paint Hazard Activity**

In an effort to address lead-based paint hazards, the City of Olympia has incorporated the regulations into existing housing policies and programs for implementing Title X of the Community Development Act of 1992, part of the Residential Lead-Based Paint Hazard Reduction Act of 1992. Olympia will continue to follow 24 CFR Part 35 in addressing the evaluation and reduction of lead-based paint hazards in Olympia’s housing policies and programs.

The Community Planning and Development Department Housing Division has developed an outline of actions to be undertaken over the coming five years to evaluate and reduce lead-based paint hazards. During the PY 2011 Action Plan period, the City plans to continue the following actions:

- Encourage more local contractors to obtain “Lead Paint Worker” or “Lead Paint Supervisor” licenses.
- Contract for risk assessments with the Housing Authority of Thurston County (HATC).
- Continue the residential rehabilitation projects as they relate to the lead paint hazard rules. Each project will include the review and determined need for testing and hazard reduction in conjunction with rehabilitation as part of the environmental review.
- Review existing regulations, housing, and rehabilitation codes to assure lead-based paint hazard reduction is incorporated where appropriate.
- Encourage inspections for lead at appropriate times when housing is otherwise being inspected or evaluated.

HATC has two EPA-licensed Lead Risk Assessors on staff who will provide paint inspection services as required in the HUD Final Rule for lead-based paint. HATC also receives funding for lead hazard reduction programs through the State of Washington that will provide funding for equipment, training, testing services, and lead hazard reduction work on single- and multifamily housing.

### **Promoting Economic Opportunities**

The City of Olympia will continue discussions with the Washington State Housing Finance Commission, the Thurston County Economic Development Council, and the Chamber of Commerce to facilitate and improve affordable housing for low- and moderate-income families and to expand economic opportunities. In addition, Olympia will:

- Support the Thurston County Chamber of Commerce Business Incubator Program.
- Work with other service providers and community organizations such as the Olympia Downtown Association that provides services on a local and metro-wide level in order to foster local businesses, many of which are started by low- and moderate-income persons.

### **HOME Funds**

The City of Olympia receives no HOME funds directly, but strongly supports efforts by local nonprofit organizations to obtain State of Washington HOME funds. The City participates in a countywide HOME Consortium that allocates HOME funds along with Affordable Housing Program and Homeless Housing Program funds.

In fiscal year 2011, the HOME Consortium is expected to receive a total of \$1,907,051 from the following sources:

- \$ 804,611 – HOME Program – Federal funds
- \$ 887,095 – Homeless Housing Program – State recording fee funds
- \$ 215,345 – Affordable Housing Program – State recording fee funds

The HOME Consortium offers a spring combined funding cycle to offer funding for both capital projects and for operations and maintenance projects. There is also a special application process for emergency fund projects to support eligible emergent needs. The City participates in these funding cycles and the general administration of HOME.

### **Section Three and Minority Business Enterprise**

The City of Olympia will continue to promote Section 3 and Minority Business contractors during the PY 2011 fiscal year. The following language will be included in all construction contracts and performance agreements:

ARTICLE VIII: SECTION 3 AND MINORITY EMPLOYMENT OPPORTUNITY STATEMENT. At the time of the award of bid on this federally financed project, the contractor has a complete staff of

employees. If any vacancies should develop during the construction of this project, then I, the Contractor, shall make a good faith effort to ensure that low income residents within the limits of the City of Olympia and minority persons are given an employment opportunity in a manner specified by Executive Order No. 11246 and Section 3 of the Housing and Urban Development Act of 1968. *(Excerpt from Construction Contract document)*

1. Section 3 Affirmative Action Plan. The work to be performed under this Contract is on a project assisted under a program providing direct Federal financial assistance from the Department of Housing and Urban Development and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 USC 1701 u.

The parties to this Contract will comply with the provisions of said Section 3 and the regulations issued pursuant thereto by the Secretary of Housing and Urban Development set forth in 24 CFR Part 135 and all applicable rules and orders of the Department issued there under prior to the execution of this Contract.

*(Excerpt from Performance Agreement document)*

2. Non-discrimination. During the performance of the Loan Agreement, the Borrower(s)/Contractor agrees as follows:

The Borrower(s) and/or any directly funded construction contractors will not discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, or national origin. The Borrower(s)/ Contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to race, creed, color, sex, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

All housing rehabilitation loan recipients and other subrecipients choose their own contractors directly. The City reports on all MBE contract activity on a biannual basis to the HUD Office of Labor Relations.



**APPENDIX I:  
FORMS AND CERTIFICATIONS**

## CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** – The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-Displacement and Relocation Plan** – It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implement regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under Section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME Programs.

**Drug Free Workplace** – It will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition.
2. Establishing an ongoing drug-free awareness program to inform employees about
  - (a) The dangers of drug abuse in the workplace;
  - (b) The grantee's policy of maintaining a drug-free workplace;
  - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
  - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
3. Making it a requirement that each employee engaged in the performance of the grant be given a copy of the statement required by paragraph 1.
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will
  - (a) Abide by the terms of the statement; and
  - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.
5. Notifying the agency in writing within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction.

Employers of convicted employees must provide notice, including position title, to every



grant officer or other designee on whose grant activity the convicted employee was working, unless the federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant.

6. Taking one of the following actions within 30 calendar days of receiving notice under subparagraph 4(b) with respect to any employee who is so convicted:
  - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5, and 6.

**Anti-Lobbying** – To the best of the jurisdiction’s knowledge and belief:

1. No federal-appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement;
2. If any funds other than federal-appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions; and
3. It will require that the language of paragraphs 1 and 2 of this anti-lobbying certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** – The consolidated plan is authorized under state and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding in accordance with applicable HUD regulations.

**Consistency with Plan** – The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** – It will comply with Section 3 of the Housing and Urban Development Act of 1968 and implement regulations at 24 CFR Part 135.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Manager  
Title

## SPECIFIC CDBG PROGRAM CERTIFICATIONS

The Entitlement Community certifies that:

**Citizen Participation** – It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** – Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing and expand economic opportunities primarily for persons of low and moderate income (see CFR 24 570.2 and CFR 24 part 570).

**Following a Plan** – It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds** – It has complied with the following criteria:

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities that benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities that the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available).
2. **Overall Benefit.** The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year 2011 (a period specified by the grantee consisting of one, two, or three specific consecutive program years) shall principally benefit persons of low and moderate income in a manner that ensures that at least 70% of the amount is expended for activities that benefit such persons during the designated period.
3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other

revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

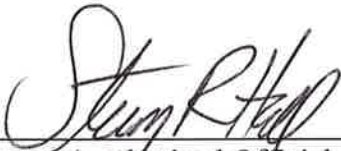
**Excessive Force** – It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations, and
2. A policy of enforcing applicable state and local laws against physically barring entrance to or exit from a facility or location that is the subject of such non-violent civil rights demonstrations within its jurisdiction;

**Compliance with Anti-discrimination Laws** – The grant will be conducted and administered in conformity with Title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint** – Its notification, inspection, testing, and abatement procedures concerning lead-based paint will comply with the requirements of 24 CFR §570.608;

**Compliance with Laws** – It will comply with applicable laws.



\_\_\_\_\_  
Signature/Authorized Official

JULY 14, 2011

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Manager

Title

## APPENDIX TO CERTIFICATIONS

### **Instructions Concerning Lobbying and Drug-Free Workplace Requirements:**

#### A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, US Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

#### B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or state highway department while in operation, state employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph 3).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant. Check \_\_\_\_ if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 24, subpart F.

Place of Performance (Street address, city, county, state, zip code):  
**601 4<sup>th</sup> Ave E, Olympia, Thurston County, WA, 98501**

7. Definitions of terms in the Non-procurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

*"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);*

*"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;*

*"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;*

*"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of sub-recipients or subcontractors in covered workplaces).*

**APPENDIX II:  
PUBLIC COMMENTS AND RESPONSES**



***Citizen Topic Report***  
***CDBG Comments since 1/1/11***  
*Received in City Council/City Manager's Office*

*No. of Contacts*    **10**

*For*    **9**  
*Against*    **0**

<b>Date</b>	<b>First Name</b>	<b>Last Name</b>	<b>Correspondence Subject</b>	<b>Company</b>	<b>For</b>	<b>Against</b>
4/19/2011	Meghan	Sullivan	Spoke in support of CDBG funding for TOGETHER!		<input checked="" type="checkbox"/>	<input type="checkbox"/>
4/19/2011	Brenda	Jones	Spoke in support of CDBG funding for TOGETHER!		<input checked="" type="checkbox"/>	<input type="checkbox"/>
4/19/2011	Aje	Bako	Spoke in support of CDBG funding for TOGETHER! And discussed how TOGETHER! Programs have helped him.		<input checked="" type="checkbox"/>	<input type="checkbox"/>
4/19/2011	Sophie	Nguyen	Spoke in support of CDBG funding for TOGETHER! Programs.		<input checked="" type="checkbox"/>	<input type="checkbox"/>
4/19/2011	Julie	Rodwell	Spoke in support of CDBG funding for the Out of the Woods Program.		<input checked="" type="checkbox"/>	<input type="checkbox"/>
4/19/2011	Maureen	McLemore	Spoke in support of CDBG funding for Community Youth Services Programs.	Community Youth Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4/19/2011	Mary	Pontarolo	Spoke in support of CDBG funding for Safeplace.	SafePlace	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4/19/2011	Thomasina	Cooper	Spoke in support of CDBG funding for Safeplace Programs.		<input checked="" type="checkbox"/>	<input type="checkbox"/>
4/19/2011	Matt	Hornyak	Spoke in support of CDBG funding for the Family Support Center.	Family Support Center	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5/2/2011	Michael	Cade	The Thurston Economic Development Council supports the City Manager's recommendation to amend the CDBG program.	Economic Development Council of Thurston County	<input type="checkbox"/>	<input type="checkbox"/>



EXCERPT

OLYMPIA CITY COUNCIL MINUTES  
April 19, 2011 7:00 pm

PRESENT: Mayor Doug Mah, Mayor Pro Tem Stephen Buxbaum; Councilmembers Jeannine Roe, Rhenda Iris Strub, Craig Ottavelli, Karen Rogers, and Steve Langer.

**PUBLIC HEARING**  
**Community Development Block Grant (CDBG)**

**Council Action Requested:** Hold a public hearing on the Community Development Block Grant (CDBG) for budget year 2011 (September 1, 2011 - August 31, 2012) and then forward the requests to the Ad Hoc Social Services Committee to develop recommendations for future Council action.

Community Planning & Development Housing Program Manager Anna Schlecht gave a brief overview of the CDBG program funding and a timeline to complete the process as required by HUD.

Mayor Mah opened the public hearing.

The following people spoke in support of CDBG funding for TOGETHER! Programs. Comments included how CDBG funds benefit the community and comments from participants in the Evergreen Villages Community Center programs.

- TOGETHER! Operations Director Meghan Sullivan, 1010 Fir Street
- TOGETHER! Program Manager Brenda Jones
- Mr. Aje Bako, 505 Division
- Ms. Sophie Nguyen, 505 Division

Out of the Woods Board Vice President Julie Rodwell, 1715 Capitol Way S, spoke of services her agency provides and asked for continued CDBG funding.

Community Youth Services Transitional Housing Program Manager Maureen McLemore, 1708 Bethel St NE, spoke about services her agency provides and asked for continued CDBG funding.

The following people spoke in support of CDBG funding to Safeplace programs and asked for continued CDBG funding.

- Safeplace Executive Director Mary Pontarolo, 314 Legion
- Safeplace Emergency Shelter Development Director Thomasina Cooper

Family Support Center Development Director Matt Hornyak, 108 State Ave, spoke about services his agency provides and requested continued CDBG funding.

Mayor Mah closed the Public Hearing.

The Council concurred with the City Manager recommendation to forward requests to the Ad Hoc Social Services Committee to develop recommendations for future Council action.

**APPENDIX III:  
TABLE 3C – CONSOLIDATED PLAN  
LISTING OF PROJECTS**

U.S. Department of Housing and Urban Development

OMB Approval No. 2506-0117  
(Exp. 4/30/2011)

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction’s Name:** City of Olympia

**Priority Need:** N/A

**Project:** General Administration and Planning

**Activity:** PY 2011 General Administration

**Description:** Provide overall general administration for Program Year 2011

**Objective Category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome Category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area:** Communitywide  
**Street Address:** 601 4<sup>th</sup> Ave E  
**City, State, Zip Code:** Olympia, WA 989501

Specific Objective Number	Project ID 01	<b>Funding Sources:</b> CDBG \$90,800 ESG \$ HOME \$ HOPWA \$ Total Formula \$ Prior Year Funds \$ Assisted Housing \$ PHA \$ Other Funding \$ Total \$90,800
HUD Matrix Code 21A	CDBG Citation 570.206	
Type of Recipient Local Government	CDBG National Objective N/A	
Start Date (mm/dd/yyyy) 9/1/2011	Completion Date (mm/dd/yyyy) 8/31/2012	
Performance Indicator N/A	Annual Units N/A	
Local ID	Units Upon Completion N/A	

The primary purpose of the project is to help  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

U.S. Department of Housing  
and Urban Development

OMB Approval No. 2506-0117  
(Exp. 4/30/2011)

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name:** City of Olympia

**Priority Need:** N/A

**Project:** Program Delivery Costs

**Activity:** Rehabilitation Program Delivery Costs

**Description:** Provide loan servicing, counseling, inspections, energy auditing, preparation of work specifications, underwriting, and processing.

**Objective Category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome Category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area:** Communitywide  
**Street Address:** 601 4<sup>th</sup> Ave E  
**City, State, Zip Code:** Olympia, WA 98501

Specific Objective Number	Project ID 02	<b>Funding Sources:</b> CDBG \$60,000 ESG \$ HOME \$ HOPWA \$ Total Formula \$ Prior Year Funds \$ Assisted Housing \$ PHA \$ Other Funding \$ Total \$60,000
HUD Matrix Code 14H	CDBG Citation 570.202	
Type of Recipient Local Government	CDBG National Objective 570.202	
Start Date (mm/dd/yyyy) 9/1/2011	Completion Date (mm/dd/yyyy) 8/31/2012	
Performance Indicator N/A	Annual Units N/A	
Local ID	Units Upon Completion N/A	

The primary purpose of the project is to help  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

U.S. Department of Housing  
and Urban Development

OMB Approval No. 2506-0117  
(Exp. 4/30/2011)

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction’s Name:** City of Olympia

**Priority Need:** High

**Project:** Catholic Community Services

**Activity:** Drexel House Emergency Shelter

**Description:** Provide emergency shelter housing and supportive services for up to 106 single, homeless men for a total of 5,840 bed nights/year.

**Objective Category:**  Suitable Living Environment       Decent Housing       Economic Opportunity  
**Outcome Category:**  Availability/Accessibility       Affordability       Sustainability

**Location/Target Area:** Catholic Community Services  
**Street Address:** 604 Devoe St SE  
**City, State, Zip Code:** Olympia, WA 98501

Specific Objective Number	Project ID 03	<b>Funding Sources:</b> CDBG \$20,000 ESG \$ HOME \$ HOPWA \$ Total Formula \$ Prior Year Funds \$ Assisted Housing \$ PHA \$ Other Funding \$ Total \$20,000
HUD Matrix Code 03T	CDBG Citation 570.201(e)	
Type of Recipient Local Government	CDBG National Objective LMC	
Start Date (mm/dd/yyyy) 9/1/2011	Completion Date (mm/dd/yyyy) 8/31/2012	
Performance Indicator People	Annual Units 106	
Local ID	Units Upon Completion 106	

The primary purpose of the project is to help  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

U.S. Department of Housing  
and Urban Development

OMB Approval No. 2506-0117  
(Exp. 4/30/2011)

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction’s Name:** City of Olympia

**Priority Need:** High

**Project:** Community Youth Services

**Activity:** Rosie’s Place Drop-In Center

**Description:** Provide funds to match McKinney funding for a drop-in center for homeless or street-dependent youth, ages 18-21.

**Objective Category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome Category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area:** Community Youth Services  
**Street Address:** 711 State Ave NE  
**City, State, Zip Code:** Olympia, WA 98506

Specific Objective Number	Project ID 04	<b>Funding Sources:</b> CDBG \$16,100 ESG \$ HOME \$ HOPWA \$ Total Formula \$ Prior Year Funds \$ Assisted Housing \$ PHA \$ Other Funding \$ Total \$16,100
HUD Matrix Code 05D	CDBG Citation 570.201(e)	
Type of Recipient Local Government	CDBG National Objective LMC	
Start Date (mm/dd/yyyy) 9/1/2011	Completion Date (mm/dd/yyyy) 8/31/2012	
Performance Indicator People	Annual Units 45	
Local ID	Units Upon Completion 45	

The primary purpose of the project is to help  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

U.S. Department of Housing  
and Urban Development

OMB Approval No. 2506-0117  
(Exp. 4/30/2011)

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction’s Name:** City of Olympia

**Priority Need:** High

**Project:** Community Youth Services

**Activity:** RISE Program Transitional Housing

**Description:** Provide funds to match McKinney funding for transitional housing for homeless youth, ages 18-21, and their dependents.

**Objective Category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome Category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area:** Community Youth Services  
**Street Address:** Scattered Sites  
**City, State, Zip Code:** Olympia, WA

Specific Objective Number	Project ID 05	<b>Funding Sources:</b> CDBG \$12,000 ESG \$ HOME \$ HOPWA \$ Total Formula \$ Prior Year Funds \$ Assisted Housing \$ PHA \$ Other Funding \$ Total \$12,000
HUD Matrix Code 05D	CDBG Citation 570.201(e)	
Type of Recipient Local Government	CDBG National Objective LMC	
Start Date (mm/dd/yyyy) 9/1/2011	Completion Date (mm/dd/yyyy) 8/31/2012	
Performance Indicator People	Annual Units 50	
Local ID	Units Upon Completion 50	

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**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction’s Name:** City of Olympia

**Priority Need:** High

**Project:** SafePlace

**Activity:** Domestic Violence Shelter Operations & Maintenance

**Description:** Operations and maintenance of a domestic violence shelter for battered and abused spouses. The shelter provides services for approximately 250 people, for a total of 7,200 bed nights.

**Objective Category:**  Suitable Living Environment       Decent Housing       Economic Opportunity  
**Outcome Category:**  Availability/Accessibility       Affordability       Sustainability

**Location/Target Area:** SafePlace  
**Street Address:** 314 Legion Way SE  
**City, State, Zip Code:** Olympia, WA 98501

Specific Objective Number	Project ID 06	<b>Funding Sources:</b> CDBG \$20,000 ESG \$ HOME \$ HOPWA \$ Total Formula \$ Prior Year Funds \$ Assisted Housing \$ PHA \$ Other Funding \$ Total \$20,000
HUD Matrix Code 05G	CDBG Citation 570.201(e)	
Type of Recipient Local Government	CDBG National Objective LMC	
Start Date (mm/dd/yyyy) 9/1/2011	Completion Date (mm/dd/yyyy) 8/31/2012	
Performance Indicator People	Annual Units 250	
Local ID	Units Upon Completion 250	

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**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction’s Name:** City of Olympia

**Priority Need:** High

**Project:** Affordable Housing in Downtown Olympia

**Activity:** Housing Rehabilitation

**Description:**

Affordable housing – housing rehabilitation  
National Objective: Low and moderate income benefit.

**Objective Category:**     Suitable Living Environment     Decent Housing     Economic Opportunity  
**Outcome Category:**     Availability/Accessibility     Affordability     Sustainability

**Location/Target Area:**    To be Determined  
**Street Address:**  
**City, State, Zip Code:**

Specific Objective Number	Project ID 08	<b>Funding Sources:</b> CDBG \$235,100 ESG \$ HOME \$ HOPWA \$ Total Formula \$ Prior Year Funds \$ Assisted Housing \$ PHA \$ Other Funding \$ Total \$235,100
HUD Matrix Code	CDBG Citation	
Type of Recipient Local Government	CDBG National Objective LMC	
Start Date (mm/dd/yyyy) 1/1/2012	Completion Date (mm/dd/yyyy) 8/31/2012	
Performance Indicator	Annual Units TBD	
Local ID	Units Upon Completion TBD	

The primary purpose of the project is to help  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

