

RESOLUTION NO. 2017-12

A RESOLUTION of the City Council of the City of Lakewood, Washington, adopting the Fiscal Year 2017 (July 1, 2017 – June 30, 2018) Joint Tacoma and Lakewood Consolidated Annual Action Plan, including Amendments to Fiscal Year 2013, 2014 and 2015 Consolidated Annual Action Plans.

WHEREAS, the City of Lakewood, Washington, qualifies as an eligible Community Development Block Grant (CDBG) entitlement city, and the City Council has elected to pursue funding through that entitlement process; and,

WHEREAS, the City of Lakewood also entered into an agreement with the City of Tacoma for participation in their Home Investment Partnership Act (HOME) Consortium Programs; and,

WHEREAS, in connection therewith, the City Council provided for a CDBG Citizens' Advisory Board; and,

WHEREAS, in order to receive CDBG and HOME federal dollars for Fiscal Year 2017, commencing on July 1, 2017, HUD requires participating jurisdictions to submit an Annual Action Plan defining the proposed use of CDBG and HOME funds for the Fiscal Year 2017, which Plan must be adopted by the city councils of the participating jurisdictions and submitted to HUD no later than August 16, 2017; and,

WHEREAS, the City of Lakewood's Fiscal Year 2017 CDBG and HOME funding allocations from the Department of Housing and Urban Development (HUD) are \$455,000 for CDBG and \$240,000 for HOME; and,

WHEREAS, upon HUD's review and approval, contracts would then need to be prepared for CDBG entitlements and Tacoma/Lakewood HOME Consortium members; and,

WHEREAS, in connection with such funding allocations-application process, it is appropriate that the City Council adopt a Fiscal Year 2017 Consolidated Annual Action Plan, including Amendments to Fiscal Year 2013, 2014 and 2015 Consolidated Annual Action Plans.

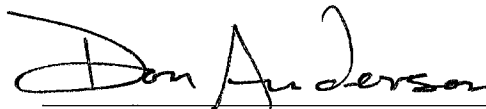
NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON HEREBY RESOLVES, as Follows:

Section 1. That the Joint Tacoma and Lakewood Fiscal Year 2017 Consolidated Annual Action Plan, including Amendments to Fiscal Year 2013, 2014 and 2015 Consolidated Annual Action Plans, a copy of which is attached hereto, marked as Exhibit "A" and incorporated herein by this reference, be, and the same hereby is, adopted. The City Manager or designee is authorized to adjust allocations on a prorata basis to reflect actual program funding allocations.

Section 2. That this Resolution shall be in full force and effect upon passage and signatures hereon.

PASSED by the City Council this 5th day of June, 2017.

CITY OF LAKEWOOD



Don Anderson, Mayor

Attest:



Alice M. Bush, MMC, City Clerk

Approved as to Form:



Heidi Ann Wachter, City Attorney<sup>ME</sup>

# City of Lakewood

DRAFT  
FY 2017 Consolidated Annual Action Plan



Tacoma-Lakewood  
HOME Consortium

June 5, 2017

## Executive Summary

### AP-05 Executive Summary - 91.200(c), 91.220(b)

#### 1. Introduction

The FY 2017 Consolidated Plans for the Tacoma-Lakewood Consortium provide a framework for addressing housing and community development needs in these cities. The Plans are developed for the U.S. Department of Housing and Urban Development to define how funding is to be allocated for the following federal programs: the Community Development Block Grant Program (CDBG), HOME Investment Partnership Act (HOME), and for the City of Tacoma, Emergency Shelter Grants (ESG).

The FY 2017 Annual Action Plan (July 1, 2017 – June 30, 2018), Lakewood's third under the 2015-19 Consolidated Plan, is a one-year plan that addresses local community and economic development needs and the resources necessary to meet the needs of low and moderate income households. The Plan identifies unique needs and assets in Lakewood and Tacoma, as well as on a regional basis. Goals and priorities of the Annual Action Plan are to be consistent with national objectives and priorities established by HUD and shall be consistent with the goals and strategies identified in the 5-Year Consolidated Plan.

Strategies identified in this Plan were built upon a broad citizen participation process in consultation with public and private agencies. Through this planning process, the FY 2017 policies and priorities were developed to improve economic development and investment through improvements to infrastructure and public facilities, revitalize neighborhoods through removal of blight and targeted investment, eliminate threats to public health and safety, and to preserve and/or expand affordable housing choice for low and moderate income individuals. Subsequently, the Lakewood City Council adopted policies and priorities on the use of FY 2017 CDBG and HOME funds.

In FY 2017, CDBG funds will continue to be focused on physical/infrastructure improvements, with housing, public services, and economic development following in order of funding priority.

#### 2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The 2017 Annual Action Plan will focus funding on all three priority needs identified in the 5-YR Consolidated Plan: 1) Need for affordable housing; 2) Need for basic services and for homeless

prevention and intervention; and 3) Need for community and economic development. Primary focus will be placed on the need for community and economic development with funding being focused on infrastructure improvements, including roadway, sidewalk and street lighting improvements in one of Lakewood's lowest income census tracts, 071806. Funding in support of affordable housing choice will concentrate on homeowner rehabilitation/repair programs, down payment assistance, and in support of the development of new housing for low income households. Efforts to support basic services and homeless prevention and intervention will include the funding of an emergency relocation assistance program for families displaced during fire and code enforcement actions.

Recommended funding allocations for FY 2017 (including the reprogramming of unexpended FY 2013, 2014 and 2015 funding) include the following:

- *Physical/Infrastructure Improvements* – A total of \$260,000.00 in CDBG funding is being recommended for neighborhood-related infrastructure improvements.
- *Housing Improvements* – Total funding in the amount of \$73,415.76 in CDBG and \$216,000.00 in HOME monies are being recommended for five housing related activities. Program income is also recommended for continued support of the Major Home Repair/Sewer Loan, Down Payment Assistance, and HOME Housing Rehabilitation programs.
- *Public Services* – No CDBG funding is recommended. Funding in support of human services programs is to be provided as part of the City's 1% General Fund allocation.
- *Economic Development* – Continued support of the Economic Development Business Revolving Loan Fund will be generated through program income earnings during the fiscal year.
- *Administrative Activities* – Funding in support of general administrative activities associated with operating the CDBG and HOME programs.
- *Section 108* – A total of \$26,000.00 in outstanding principal balance is anticipated to be repaid to HUD in FY 2017.

### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The 5-YR Consolidated Plan (2015-2019) for Lakewood and Tacoma identified three primary goals: 1) Increase and preserve affordable housing choice; 2) Reduce homelessness and increase stability; and 3) Improve infrastructure, facilities and economic development. In the initial two years the Plan has been in place, funding has been focused primarily upon the needs for community and economic development through the investment in infrastructure improvements and continued investment in housing preservation. Through ongoing activities and current funding, the City has made significant progress in meeting the needs for housing opportunity, the creation of suitable living environments, and the expansion of economic opportunity through investment in community facilities and improvements to infrastructure.

As communities age and the demand for infrastructure grows, the ability for communities to react to housing and economic development opportunities remains ever-dependent upon their ability to provide proper and adequate infrastructure improvements. With traditional infrastructure-funding mechanisms disappearing, the Community Development Block Grant program's importance to local community infrastructure development should not be overlooked or diminished. While the City does expect to meet the benchmarks established in the 5-YR Consolidated Plan, concern remains that decreased funding and eroding public support of the CDBG program could pose a challenge to meeting the community development goals and objectives defined in the Plan.

A complete evaluation of the performance measures, including program spending accomplishments, will be provided as part of the Consolidated Annual Performance Evaluation Report (CAPER) for FY 2016.

#### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The FY 2017 Annual Action Plan was developed in coordination with the City of Tacoma and local organizations, agencies, and stakeholders. The Plan was developed in accordance with requirements established by the U.S. Department of Housing and Urban Development and the Citizen Participation Plan as adopted by the City of Lakewood. Citizen activities included notification in the Tacoma News Tribune on September 20, 2016 of an October 6, 2016 public hearing held by the Lakewood Community Services Advisory Board (CSAB) on the acceptance of proposals for FY 2017 (July 1, 2017 – June 30, 2018) Community Development Block Grant (CDBG) and HOME Investment Partnership Act (HOME) programs. Citizen input was solicited to identify community and economic development, housing, and public service's needs.

Notification of the Draft FY 2017 Annual Action Plan was published on March 31, 2017 in the Tacoma News Tribune indicating where the document was available for review during the 30-day citizen comment period (April 1, 2017 – April 30, 2017). A public hearing by the Lakewood City Council was held on April 17, 2017 to solicit comments from citizens, local for-profit and non-profit agencies, neighborhood associations, the State of Washington, Pierce County, City of Tacoma, local public housing authorities, and other interested parties on the draft document. Copies of the Plan were made available to those requesting copies. Records on the proposed economic development, housing, public service, and community development projects were made accessible to the general public. Comments received at the public hearings held by the Lakewood CSAB and Lakewood City Council are summarized later in this report.

## **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The following comments were received as part of the FY 2017 citizen participation process. They include testimony provided at the October 6, 2016 public hearing and the Lakewood City Council public hearing on April 17, 2017:

### *Community Services Advisory Board Public Hearing – October 6, 2016*

At the October 6, 2016 public hearing held by the city of Lakewood Community Services Advisory Board, the City received public comments in support of food stability and food services for working families and seniors; services offered to the Springbrook neighborhood by CenterForce, including the community center; youth services and support programs for LGBT youth; the need to support services for individuals with HIV; the need for continued investment in infrastructure improvements in the Tillicum neighborhood; financial and housing counseling services for low income individuals; programs and services for youths and teens; before and after school programs for children and youths; housing programs and opportunities for low income families and individuals; the need for health and welfare programs for low income individuals; the need for housing and services for homeless individuals and those at risk of becoming homeless; assistance to survivors of sexual assault and abuse; advocacy programs for persons with limited English abilities; mental health services programs; support of the Tillicum Community Center; children's occupational-based therapy programs for children with special needs; and the need for intervention and counseling programs assisting troubled youths.

### *City Council Public Hearing on Approval of the FY 2017 Annual Action Plan – April 17, 2017*

No comments were received during the 30-day comment period of April 1, 2017 - April 30, 2017 or at the public hearing held on April 17, 2017.

## **6. Summary of comments or views not accepted and the reasons for not accepting them**

There were no comments or views received that were not accepted.



## 7. Summary

Additional activities included as part of the FY 2017 Annual Action Plan include Neighborhood Stabilization Program 1 and Section 108 Loan Guarantee Program assistance as provided below:

- Neighborhood Stabilization Program 1 (NSP1)* – Funding for the NSP1 program was provided in 2009 through the State of Washington Department of Commerce to restore neighborhoods adversely impacted by disproportionate foreclosure and vacancy rates. Program funding has been allocated to demolish dangerous/blighted buildings in qualifying census block groups that meet two of the following three criteria: 1) Building Official determined structure is dangerous; 2) Property not lawfully occupied in excess of 1 year; and 3) Property was associated with illegal drug activity during previous 12 months. The City administers an NSP1 revolving abatement fund in excess of \$210,000. Program income in FY 2017 is anticipated at \$40,000.

*Section 108 Loan Guarantee Program*– In 2012, the City of Lakewood established a \$2.88 million loan pool to assist with large-scale economic and community development activities. To date, a total of \$1.01 million has been used to support the acquisition/redevelopment of commercial areas, job creation, and to provide basic services to the homeless. Completed projects include:

- Construction of a 4,000 SF mixed-use client services center and 15-unit housing complex. The project is providing new permanent housing and supportive services to the homeless.
- Acquisition and construction of a 15,000 SF automotive sales complex. The project will provide 20 new FTE positions.

In FY 2017, the City expects to complete its third Section 108 loan project- 108th Street Roadway Improvements. The proposed project will make accessibility improvements to 108th St. SW from Main Street SW to Bridgeport Way SW. Construction will include upgrades to sidewalks, signalization, ramps, and roadway improvements necessary to meet current American’s with Disabilities Act (ADA) requirements. This project will meet the national objective 570.208(a)(1) Area Benefit and will include Section 108 funding in the amount of \$141,000. Repayment of the loan will be made using Lakewood’s annual CDBG allocations. The project is expected to begin construction in early-spring 2017, with an approximate construction timeline of 3 months.

PROJECT	SECTION 108	ANTICIPATED INCOME - 2017	PRINCIPAL REPAYMENT - 2017
Curbside Motors	\$700,000	\$41,069.40	\$26,000
LASA Client Service Center	\$310,000	\$11,363.50	\$0
108th Street Roadway Imp.	\$141,000	\$0	\$0

**Table 1 - Section 108 Loan Program - 2017**

**PR-05 Lead & Responsible Agencies - 91.200(b)**

**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	LAKEWOOD	Community Development Department

Table 2 – Responsible Agencies

**Narrative**

In the City of Lakewood, CDBG funding is administered by the Community Development Department with oversight provided by the Council-appointed Community Services Advisory Board (CSAB) and Lakewood City Council. As a member of the Tacoma-Lakewood HOME Consortium, Lakewood receives HOME funding through the Tacoma Community Redevelopment Authority (TCRA). HOME funding allocations are initially approved by the Lakewood City Council before they are forwarded on to the TCRA for final review and approval.

**Consolidated Plan Public Contact Information**

City of Lakewood

Community Development Department

Attn: Mr. Dave Bugher, Assistant City Manager

6000 Main Street SW.

Lakewood, WA 98499

(253) 589-2489

[dbugher@cityoflakewood.us](mailto:dbugher@cityoflakewood.us)

## **AP-10 Consultation - 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

The FY 2017 Annual Action Plan was developed to provide a general framework for addressing housing and community development needs in the City of Lakewood. In a larger sense, the plan involves a regional element to coordinate and address economic development, transportation, public services, special needs, housing, and homelessness throughout Pierce County. Coordination included consultation with the City of Tacoma, Pierce County, Pierce County Housing Authority, the Tacoma Housing Authority, and other stakeholders as provided in the Plan.

**Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).**

As part of the planning process, the City of Lakewood established a committee to provide public oversight, comment on the process, and to make funding recommendations for both the CDBG and HOME programs. As part of the development of the 5-YR Consolidated Plan (2015-2019), the City solicited input through interviews, meetings, and public hearings to determine community need, priorities, and approaches to meeting those needs. Since the development of the 5-Year Plan, the City has continued to consult with many of the agencies and organizations originally polled.

The Pierce County Housing Authority and the Tacoma Housing Authority continue to work closely with the cities of Lakewood and Tacoma coordinating efforts to improve housing choice for low income households in both communities. Additionally, local housing and services providers such as Living Access Support Alliance (LASA), Greater Lakes Mental Health, Tacoma-Pierce County Habitat for Humanity, Associated Ministries, Tacoma Area Coalition of Individuals with Disabilities (TACID), the Fair Housing Center of Washington, and the Tacoma Pierce County Affordable Housing Consortium among others continue to provide input and support for mental health, services, and housing options both in Lakewood and Tacoma.

Neighborhood Councils were consulted to determine the need for housing and general human services in each of Lakewood's neighborhoods. Consultation with Joint Base Lewis McChord was also conducted to determine what level of assistance military personnel and veterans were experiencing with housing need, health and human services, and mental health care assistance.

Lakewood sought comment internally from City departments on housing and community development needs and services to low income and special needs populations. On a regional level, the City consulted with Pierce County Community Connections, United Way of Pierce County, South Sound Outreach, local school districts, police and fire departments, and the State of Washington to better understand the needs of at risk populations such as homeless families with children, victims of domestic violence, individuals with disabilities, ethnic minorities, and the elderly.

Additional efforts to enhance and coordinate efforts between housing, health, and services providers are described throughout the Plan.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The Cities of Tacoma and Lakewood are actively engaged members of the Tacoma/Lakewood/Pierce County Continuum of Care. The three jurisdictions are the three most involved governmental entities in the Continuum, cooperatively working on programs to meet needs for housing and services. Both Tacoma and Lakewood support the Continuum's priorities focusing on the needs of the most vulnerable populations including chronically homeless persons, unaccompanied youth, families with children, and veterans, among others. The Continuum's Centralized Intake System (Access Point 4 Housing (AP4H)) is supported by both Tacoma and Lakewood and is designed to provide assessment and rapid placement in appropriate housing, reducing vulnerability and increasing stability. The partnership is presently engaged in a reworking and rebranding of the Continuum to ensure the needs of its most vulnerable populations are met as the social and economic tumult continues to forge new pathways and opportunities for its members.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate**

**outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

The Cities of Tacoma and Lakewood work closely with the Collaborative Applicant of the Continuum of Care (Pierce County) planning for allocation and use of Emergency Solutions Grant (ESG) funds. ESG policies and procedures were created and are updated periodically in cooperation with Pierce County and Tacoma to ensure that ESG subrecipients are operating programs consistently across eligible activities. Performance is reviewed by both entities. The Collaborative Applicant is also the HMIS lead and works closely with City of Tacoma to maximize use of HMIS resources and to draw data for reports on project performance and program outcomes.

**2. Agencies, groups, organizations and others who participated in the process and consultations**

Table 3 – Agencies, groups, organizations who participated

1	<b>Agency/Group/Organization</b>	Tacoma-Pierce County Habitat for Humanity
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Tacoma-Pierce County Habitat for Humanity remains an integral part of Lakewood’s approach to providing safe, decent, affordable housing to low income households in Lakewood and Tacoma. Consultation with the agency focused on housing need and market analysis in both communities. Lakewood anticipates continued coordination with Habitat will increase affordable housing options for low income families and improvements to distressed communities as older blighted homes are replaced with newly constructed affordable single family homes.
2	<b>Agency/Group/Organization</b>	LASA
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Anti-poverty Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	LASA was consulted as part of the planning process to better define and understand the scope and type of homeless need in Pierce County. LASA continues to be an integral provider in the fabric of homeless services and housing assistance to the homeless and those at risk of homelessness. As Lakewood's population of households living at or below the poverty rate remains above the State and county-wide average, the demand for homeless services is expected to grow over the coming years. As a result, LASA's partnership with the City will continue to remain a driving force in the City's efforts to eliminate homelessness.
3	<b>Agency/Group/Organization</b>	Pierce County Housing Authority
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy Market Analysis Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Pierce County Housing Authority (PCHA) is a vital partner to the City of Lakewood in its efforts to increase and preserve affordable housing options for low income households. PCHA manages a number of programs such as scattered site public housing, Section 8 vouchers, and enterprise fund apartments to provide housing stability to many low income Lakewood households. As an operator of 285 apartment units in Lakewood, the housing authority was consulted to provide information on the need for public housing in Lakewood and in greater-Pierce County. Lakewood anticipates continued cooperation with PCHA in developing and maintaining affordable public housing options.
4	<b>Agency/Group/Organization</b>	Pierce County Community Connections
	<b>Agency/Group/Organization Type</b>	Other government - County



<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment  Public Housing Needs  Homeless Needs - Chronically homeless  Homeless Needs - Families with children  Homelessness Needs - Veterans  Homelessness Needs - Unaccompanied youth  Homelessness Strategy  Non-Homeless Special Needs  Market Analysis  Economic Development  Anti-poverty Strategy  Lead-based Paint Strategy</p>	
<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Pierce County Community Connections is a partner agency in a regional effort to end homelessness, encourage community and economic development efforts benefitting low income individuals, to expand safe, decent, affordable housing, and in the provision of public and human services to individuals in need. As a recipient of CDBG, HOME, and ESG funding, the County is a natural partner with the cities of Lakewood and Tacoma in determining a regional approach to community development.</p>	
<p>5</p>	<p><b>Agency/Group/Organization</b></p>	<p>YMCA OF PIERCE AND KITSAP COUNTIES</p>
<p><b>Agency/Group/Organization Type</b></p>	<p>Services-Children  Services-Education  Services-Employment  Civic Leaders</p>	
<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Public Services Needs</p>	

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	YMCA provided comment on the need to support programs assisting with early childhood learning and youth development. Programs providing tutoring, childcare assistance, after school activities, activities encouraging healthy living, and community involvement are essential in the continuum of support for low income families with children. The YMCA will continue to provide Lakewood with vital information and insight into the needs for services most important to families with children.
6	<b>Agency/Group/Organization</b>	City of Tacoma
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy

<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>As the lead member of the Tacoma-Lakewood HOME Consortium, Tacoma remains a key partner in the development and implementation of the consolidated planning process. The City of Tacoma was consulted in the development of priorities and strategies designed to meet the various community and economic development needs identified in this Plan. Lakewood and Tacoma will continue to coordinate their efforts to ensure the goals and outcomes identified in the 5-YR consolidated Plan (2015-2019) are satisfied.</p>
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**Identify any Agency Types not consulted and provide rationale for not consulting**

N/A

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Pierce County	
City of Lakewood Comprehensive Plan	City of Lakewood	The plan encourages infill housing, cottage-style development, changes in zoning to permit higher densities, and incentivizes the construction of affordable housing.

Table 4 - Other local / regional / federal planning efforts

**Narrative**

## **AP-12 Participation - 91.401, 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

Citizen input for the FY 2017 Annual Action Plan was conducted in accordance with the requirements established by the U.S. Department of Housing and Urban Development and the City of Lakewood Citizen Participation Plan. Citizen participation was encouraged throughout the process culminating in the development of this FY 2017 Annual Action Plan.

The process included:

- Input from community-based organizations, service providers, and local non-profit organizations.
- Oversight and review provided by the City of Lakewood Community Services Advisory Board and the Tacoma Community Redevelopment Authority (TCRA).
- Input and coordination with City of Lakewood, City of Tacoma, and Pierce County staffs.
- Meetings with Lakewood and Tacoma City Councils.
- Review of planning documents for local agencies.
- Solicitation of public input.

Effort to encourage citizen participation in the development of the Plan included notification of public hearings on community and economic development need, notice of availability of the plan, and community input concerning approval the final plan. Public hearings were advertised in the Tacoma News Tribune as follows:

- October 6, 2016 – Public hearing on needs
- April 1 - April 30, 2017 – Public Comment Period
- April 17, 2017 – Public hearing on FY 2017 Annual Action Plan

A draft of the FY 2017 Annual Action Plan was made available to the public for review beginning April 1, 2017. Comments received through the citizen participation process have been incorporated into the Plan. Formal approval of the final Plan was made by the City Council on June 5, 2017.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	Non-targeted/broad community	Hearing attended by general public, community provider organizations, and the Community Services Advisory Board.	A total of 25 comments were received in support of infrastructure improvements, homeless services, affordable housing, food services, the CenterForce and Tillicum community centers, financial and housing counseling, support services for LGBT youth, services for persons with HIV, youth and teen programs, health services, assault and abuse support programs, mental health services, and special needs services.	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Newspaper Ad	Non-targeted/broad community	Notification of hearings and public comment period; no written responses received.	No written responses or comments received.	N/A	
3	Internet Outreach	Non-targeted/broad community	Notification of hearings and provision of Annual Action Plan; no written responses received.	No written responses or comments received.	N/A	
4	Public Hearing	Non-targeted/broad community	Hearing attended by general public, Community Services Advisory Board members, and the Lakewood City Council.	No written responses or comments received at the April 17th public hearing.	N/A	

Table 5 – Citizen Participation Outreach

## Expected Resources

### AP-15 Expected Resources – 91.420(b), 91.220(c) (1, 2)

#### Introduction

Funding for FY 2017 is provided by the U.S. Department of Housing and Urban Development through the Community Development Block Grant (CDBG) Program. Additional programmatic funding is being generated through program income and the reprogramming of unexpended funds from fiscal years 2013, 2014 and 2015. All funds received, and otherwise reprogrammed, will be allocated to activities in support of the goals and objectives identified in the 5-YR Consolidated Plan.

CDBG funding in FY 2017 will continue to focus primarily upon improvement of infrastructure and capital facilities with a smaller percentage of funding being allocated to investment in preserving affordable housing choice and to reduce homelessness. Major investments include roadway, sidewalk and street lighting improvements to 123rd St. SW, in the primarily low income census tract 071806; housing rehabilitation and relocation assistance for low income individuals displaced through no fault of their own during fire or code enforcement actions are to be funded to increase and preserve affordable housing choice and to reduce homelessness for low income families and individuals. Public services activities will be supported with General Fund dollars in accordance with a City Council-adopted strategic plan for human services.

The City of Lakewood is using a conservative approach to estimating anticipated resources for the duration of the 5-YR Consolidated Plan. Future revenues are based on a percentage of allocations and expected income over the remaining two years of the Consolidated Plan.

**Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	455,000	58,000	19,416	532,416	1,036,169	

**Table 6 - Expected Resources – Priority Table**

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

Historically, CDBG and HOME funds have been the cornerstone of the City of Lakewood’s community and economic development activities supporting low and moderate income populations. As these funds have continued to diminish many jurisdictions have been left to scramble to fill the void. In Lakewood, CDBG funding allocations have seen a 29.2 percent reduction in CDGB funding between 2007 and 2015.

Compounding this problem is the steady rise in the percentage of Lakewood citizens whose income is at or below the poverty rate over the same period- 16.0 percent in 2007, to 20.7 percent in 2015.

As CDBG funding allocations have dwindled, so has program income and leverage funds’ investments as local jurisdictions have fewer dollars to invest in community development projects; ultimately leading to dramatic reductions in the size and scope of projects a jurisdiction is able to undertake. This reduction in the size and scope of projects is forcing some jurisdictions to undertake smaller scale projects on their own, without the aid of State or private investment.



In Lakewood, leverage ratios are expected to remain low in FY 2017 as a majority of CDBG funding is being allocated to smaller-scale infrastructure projects and housing rehabilitation/relocation related activities. Housing rehabilitation activities undertaken as part of the Major Home Repair and Emergency Assistance for Displaced Residents (EADR) programs do not utilize match or leverage funding. The Major Home Repair program provides loans to low income households to maintain their existing home while the EADR program provides relocation assistance grants to persons displaced through no fault of their own. Additional activities include infrastructure improvements along 123rd Street SW which will be funded wholly by CDBG and local enterprise funds.

HOME funds match requirements and leverage is provided as part of the Tacoma-Lakewood HOME Consortium and is reported in Tacoma's portion of the Plan.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

No publicly-owned land or property is scheduled to be included as a part of this plan.

## **Discussion**

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Infrastructure, facilities & economic opportunity	2015	2019	Non-Housing Community Development		Community and Economic Development	CDBG: \$268,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 5115 Persons Assisted
2	Increase and preserve affordable housing choices	2015	2019	Affordable Housing Public Housing Homeless		Basic services & homeless prevention/intervention Affordable housing choice	CDBG: \$122,416	Homeowner Housing Rehabilitated: 5 Household Housing Unit Direct Financial Assistance to Homebuyers: 1 Households Assisted Homelessness Prevention: 40 Persons Assisted
3	Reduce homelessness and increase stability	2015	2019	Homeless Non-Homeless Special Needs		Basic services & homeless prevention/intervention		

Table 7 - Goals Summary

**Goal Descriptions**

1	<b>Goal Name</b>	Infrastructure, facilities & economic opportunity
	<b>Goal Description</b>	Projects that support improving infrastructure, facilities, and economic opportunities, including maintaining and improving community facilities; maintaining and improving infrastructure (such as streets, sidewalks, and ADA improvements); improvements to facades and other projects to attract and support businesses; support for microenterprises and small business development; historic preservation; and removal of slums and blight. Projects associated with this strategic plan goal for FY 2017:1. 123rd Street Roadway Improvements2. Economic Development Business Loan Program3. Repayment of Section 108 principal and interest for 108th St. Roadway Improvement project
2	<b>Goal Name</b>	Increase and preserve affordable housing choices
	<b>Goal Description</b>	Projects contributing to increasing affordable housing choice, including home repairs and weatherization to preserve the condition of owner-occupied units; down payment assistance for homebuyers; developing new rental housing opportunities; rehabilitation of rental housing; supporting development of new subsidized housing; and increasing permanent supportive housing. Programs associated with this strategic plan goal for FY 2017:1. Major Home Repair/Sewer Loan Program2. CDBG Down Payment Assistance3. Emergency Assistance for Displaced Residents
3	<b>Goal Name</b>	Reduce homelessness and increase stability
	<b>Goal Description</b>	Projects contributing to reducing homelessness and increasing stability of Tacoma and Lakewood residents, including providing supportive services to meet basic needs; providing supportive services to move toward self-sufficiency; projects that provide job training and education; emergency services, including support for shelters and transitional housing; and supportive services for persons with special needs.

**Table 8 – Goal Descriptions**

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

The projects listed and described in this plan represent the proposed use of funds for the FY 2017 CDBG program.

#	Project Name
1	123rd Street SW Roadway Improvements
2	Major Home Repair/Sewer Loan Program
3	Emergency Assistance for Displaced Residents
4	Administration
5	CDBG Down Payment Assistance
6	Economic Development Business Loan Program
7	NSP 1 Abatement Program

Table 9 – Project Information

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Through a planning and citizen participation process, FY 2017 policies and priorities were developed for addressing community and economic development, removal of blight, revitalizing underserved neighborhoods, eliminating threats to public health and safety, and conserving/expanding stocks of affordable housing. Included in this process was a review of alternative funding sources, including City General Funds, State and other local funding sources available to meet an array of needs. As a result of this process, the Lakewood City Council adopted the following policies and priorities for the use of FY 2017 CDBG and HOME funds in order of priority:

1. Physical Infrastructure Improvements
2. Housing
3. Public Service
4. Economic Development

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	123rd Street SW Roadway Improvements
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure, facilities & economic opportunity
	<b>Needs Addressed</b>	Community and Economic Development
	<b>Funding</b>	CDBG: \$260,000
	<b>Description</b>	Project provides for the design and construction of roadway, sidewalk, street lighting, and general upgrades to 123rd St. SW, between Bridgeport Way and 47th Ave. SW.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The project will benefit a total population of 5,115 persons.
	<b>Location Description</b>	Roadway improvements will be constructed along 123rd St. SW, between Bridgeport Way and 47th Ave. SW.
	<b>Planned Activities</b>	Project will provide for the design and construction of roadway improvements, sidewalks, street lighting, and general upgrades to 123rd St. SW, between Bridgeport Way and 47th Ave. SW.
2	<b>Project Name</b>	Major Home Repair/Sewer Loan Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Increase and preserve affordable housing choices
	<b>Needs Addressed</b>	Affordable housing choice

	<b>Funding</b>	CDBG: \$32,415
	<b>Description</b>	Program provides home repair and/or sewer connection loans to eligible low income homeowners.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	A total of 5 households will be assisted with housing rehabilitation and/or sewers connections loans.
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	The project will provide major home repair/sewer connection loans which include connection of side-sewer to sewer main, decommissioning of septic systems, roofing, removal of architectural barriers, plumbing, electrical, weatherization, major systems replacement/upgrade, and general home repairs for eligible low income homeowners.
3	<b>Project Name</b>	Emergency Assistance for Displaced Residents
	<b>Target Area</b>	
	<b>Goals Supported</b>	Increase and preserve affordable housing choices Reduce homelessness and increase stability
	<b>Needs Addressed</b>	Affordable housing choice Basic services & homeless prevention/intervention
	<b>Funding</b>	CDBG: \$40,000
	<b>Description</b>	Program provides emergency relocation assistance to eligible low income households that are displaced through no fault of their own during building and code enforcement closures, fires, redevelopment, and other incidences resulting in homelessness.
	<b>Target Date</b>	6/30/2018

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Project will assist a total of 40 persons with relocation assistance caused through no fault of their own due to code enforcement closures, fires, redevelopment, and other incidences creating homelessness.
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Program provides emergency relocation assistance for qualifying low income households displaced through no fault of their own during building and code enforcement closures, fires, redevelopment, and other incidences resulting in homelessness.
4	<b>Project Name</b>	Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG: \$91,000
	<b>Description</b>	Administration to implement and manage the Consolidated Plan funds.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Administration to implement and manage the Consolidated Plan funds.
	<b>Planned Activities</b>	Activities include support of program management, coordination, monitoring, and general evaluation of program activities.
5	<b>Project Name</b>	CDBG Down Payment Assistance
	<b>Target Area</b>	
	<b>Goals Supported</b>	Increase and preserve affordable housing choices

	<b>Needs Addressed</b>	Affordable housing choice
	<b>Funding</b>	:
	<b>Description</b>	Program provides down payment assistance to eligible low income homebuyers.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	One household will be assisted with homebuyer assistance activities.
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Reuse of program income from the down payment assistance revolving loan fund to provide down payment assistance, including housing counseling services, to qualifying low income homebuyers.
6	<b>Project Name</b>	Economic Development Business Loan Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure, facilities & economic opportunity
	<b>Needs Addressed</b>	Community and Economic Development
	<b>Funding</b>	:
	<b>Description</b>	Provides low-interest business loans and technical assistance to qualifying businesses.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	One business will be assisted with a low income loan and/or technical assistance.
	<b>Location Description</b>	City-wide



	<b>Planned Activities</b>	Reuse of program income from the economic development business revolving loan fund to provide low-interest business loans and technical assistance for the purpose of creating and/or retaining low income jobs. Funding will assist microenterprises with start-up or development expenses of an existing business.
7	<b>Project Name</b>	NSP 1 Abatement Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure, facilities & economic opportunity
	<b>Needs Addressed</b>	Community and Economic Development
	<b>Funding</b>	:
	<b>Description</b>	Provides funding for the abatement of dangerous buildings that have been foreclosed, abandoned or are vacant. Activities funded with revolving loan fund.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Provides funding for the abatement of dangerous buildings that have been foreclosed, abandoned or are vacant.

## AP-50 Geographic Distribution - 91.420, 91.220(f)

### Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

In targeting CDBG and HOME funds, the City has typically looked to block groups with at least 51% low and moderate income populations as many of Lakewood's minority and ethnic populations continue to be concentrated in these areas. Many of these block groups tend to have a higher concentration of renter-occupied housing units that suffer from a general state of slums and blight, large concentrations of aged housing stock suffering from a lack of routine maintenance, and infrastructure improvements that are either inadequate or are outdated in accordance with current development requirements.

In FY 2017, Lakewood is continuing to make crucial infrastructure investments to those low income block groups where the infrastructure is either lacking or inadequate to ensure public safety and accessibility. By funding roadway improvements, including sidewalk, street lighting, and general upgrades along 123rd St. SW, the City is targeting the predominantly low income Census Tract 071806. Additionally, the City plans to continue its targeting of the low income Census Tract 072000 with its Major Home Repair/Sewer Loan Program which assists low and moderate income homeowners with connection fees and construction costs associated with connecting to recently constructed sewers in these neighborhoods. For all other funding, the City has not identified specific targeted areas; programs are open to all eligible low and moderate income individuals city-wide.

### Geographic Distribution

Target Area	Percentage of Funds

Table 10 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

N/A

### Discussion

## **AP-85 Other Actions - 91.420, 91.220(k)**

### **Introduction**

#### **Actions planned to address obstacles to meeting underserved needs**

The City will continue to support fair housing education and other activities that support fair housing for all. Potential activities include workshops focused on education and the equal application of landlord/tenant and fair housing laws and relocation assistance for individuals at risk of homelessness through no fault of their own due to discriminatory housing practices, or as a result of building and code enforcement closures, fires, or redevelopment activities. Funding for Lakewood's relocation assistance program is provided through the CDBG program, as well as through a grant provided by the Nisqually Indian Tribe.

In FY 2017, the City will continue to offer an emergency housing repair program for households that do not qualify for the City's CDBG and HOME-funded programs. The program will utilize grant funds provided by the Nisqually Indian Tribe to make emergency repairs to low income, owner-occupied households who otherwise lack the means or the equity to make the necessary repairs.

Additional actions to address the needs of Lakewood's underserved population are addressed with a 1% allocation from the General Fund; strategic priorities include stabilization services, access to health and behavioral health, youth programs, and housing assistance.

#### **Actions planned to foster and maintain affordable housing**

Lakewood recognizes the importance affordable housing and homeownership play in building vibrant communities. The City encourages the redevelopment of blighted and abandoned properties through collaboration with Tacoma-Pierce County Habitat for Humanity, developing new single family affordable housing units in the Tillicum neighborhood and throughout Lakewood. Acquisition of existing single family housing stock is supported through the down payment assistance programs (CDBG and HOME). Multifamily housing is supported and encouraged with Lakewood's Affordable Housing Fund (HOME) as well as through zoning density bonuses offered to developers of affordable housing. Finally, the Major Home Repair/Sewer Loan Program (CDBG) and Housing Rehabilitation (HOME) programs offer homeowners an opportunity to maintain existing housing affordability by remedying deferred maintenance and code related deficiencies.

The City has a long-standing partnership with the Pierce County Housing Authority in developing and maintaining affordable housing opportunities for Lakewood residents. Activities have included the replacement of stairs, landings, doors and windows, roof repair and replacement, electrical upgrades, weatherization activities, and the installation of sewer upgrades/connections. In recent years, partnerships have been extended to the Tacoma Housing Authority to construct Prairie Oaks, a 15-unit permanent affordable housing complex for low income families. The City also maintains connections with many nonprofit housing organizations such as: LASA, Metropolitan Development Council, Catholic Community Services, The Rescue Mission, Pierce County Coalition for Developmental Disabilities, Rebuilding Together South Sound, Greater Lakes, and Associated Ministries. It is through these partnerships the City is able to leverage its resources and develop projects on a much larger scale than would be possible on our own.

### **Actions planned to reduce lead-based paint hazards**

In accordance with the Washington State Renovation, Repair and Painting Program and 24 CFR Part 35, subparts A, B, J, K, and R, the City of Lakewood requires that all projects/homes receiving CDBG or HOME funds that were built prior to 1978, with construction costs over \$5,000, be inspected and analyzed for the presence of lead-based paint or are to be presumed to contain lead. All lead hazards be identified through this process are required to be brought into compliance with Title X of the Housing and Community Development Act of 1992 as part of the project's scope of work. CDBG and HOME funds may be provided for testing, risk assessment, and clearances for eligible activities.

With approximately 65% of Lakewood's 26,627 housing units being built prior to 1978, there exists the potential for 17,307 housing units to contain lead-based paint hazards of some kind. To inform the community of the hazards of lead-based paint, the City offers copies of the EPA's "Protect Your Family from Lead in Your Home" and HUD's "Renovate Right" pamphlets at City Hall and provides copies of these pamphlets to all housing repair program applicants. As part of the City's single and multifamily housing programs, XRF paint inspections and Risk Assessments are conducted, lead-safe work is conducted by Washington State certified RRP renovation contractors, abatement work is conducted by certified abatement contractors, and Clearance testing of all disturbed surfaces is performed by certified Risk Assessors.

In FY 2017, the City expects to conduct lead paint inspections on all pre-1978 properties funded with the down payment assistance program and all properties where persons are relocated to with the Emergency Assistance for Displaced Residents. Risk assessments are to be conducted on all pre-1978 homes served by housing repair programs where painted surfaces are to be disturbed as part of the scope of repairs. When completed, all homes will be free of lead-based paint hazards.

### **Actions planned to reduce the number of poverty-level families**

Actions to reduce the number of poverty-level families include the funding of vital services and programs focused on outcome driven, client centered services that lead to housing stability and economic opportunity. Funding through the 1% human services allocation is targeted to programs that provide low income households with housing stability, basic needs (health, food, clothing, etc.), and services directed towards self-sufficiency (domestic violence, child care, job training, etc. ). For 2017, the City has allocated \$360,000 in General Fund dollars in support of these programs.

Lakewood understands a thriving, vibrant community begins with a strong local economy. To encourage economic development activities directed toward the creation or retention of jobs for low income individuals, Lakewood continues to offer Section 108 loan assistance and an economic development loan fund. The Section 108 loan pool's primary objective is job creation for low and moderate income persons; however, the fund may also be used to expand the linkages between housing, transportation, infrastructure, and services through large-scale economic development projects. Funding for the economic development loan fund provides much-needed, low-cost capital to microenterprises looking to expand their Lakewood operations or relocate to Lakewood.

### **Actions planned to develop institutional structure**

In an effort to better coordinate expenditures of the U.S. Department of Housing and Urban Development-funded CDBG and HOME programs and the General fund-funded human services program, the City has tasked the Community Services Advisory Board (CSAB) with policymaking and general funding recommendation authority as they relate to community development and human services activities city-wide. Board responsibilities include facilitating the cooperation and coordination of human services and Consolidated Plan activities, holding public hearings to receive input on community development and human service's needs, developing policy guidance and program evaluation criteria, and making funding recommendations. On the human services side, the Board is responsible for reviewing needs assessments and gap analyses in order to develop a strategic action plan. Additionally, the Board provides guidance and recommendations in preparing the City's CDBG and HOME funding policies and priorities, Consolidated Plan, Annual Action Plan, and Consolidated Annual Performance Evaluation Report. As part of the Section 108 process, the Board serves as a review panel for potential loan applicants.

## **Actions planned to enhance coordination between public and private housing and social service agencies**

The City is the convener of monthly human services Collaboration meetings. Collaboration partners include for-profit and nonprofit providers of housing, services, homeless programs, dv and family services, youth programs, food banks, and healthcare services.

Pierce County homeless providers, developers and governmental agencies have joined to develop a comprehensive plan for a coordinated care system for the homeless with the goal of ending homelessness in the county. In 1996, the Tacoma/Pierce County Coalition for the Homeless created the Pierce County Continuum of Care (CoC) to serve as the planning body of this Coalition. Lakewood is a member of the CoC and participates in the monthly meeting to discuss issues related to the activities of the long-range plan of reducing homelessness.

With the recent growth in homeless populations seemingly everywhere comes a need to focus effort and resources in combating this growing problem. As a member of the Tacoma/Pierce County Coalition, Lakewood is presently engaged with Tacoma and Pierce County in reworking the Continuum to better target the causes and solutions to chronic homelessness throughout Pierce County. Efforts include developing a plan that will address a wide array of causes and solutions, including linking housing and human services with job training, skills training or education to ensure every individual has the means to exit homeless and the wherewithal to remain housed once they've exited homelessness.

The City continues to maintain collaborative relationships with many nonprofit agencies, local housing authorities, mental and social service agencies, and local and State governmental agencies to provide access to health care and other programs and services, provide a continuum of affordable housing, support education and training opportunities to aid in obtaining livable-wage jobs, and promote services that encourage self-sufficiency as a lasting solution to breaking the cycle of poverty.

## **Discussion**

## Program Specific Requirements

### AP-90 Program Specific Requirements - 91.420, 91.220(l)(1,2,4)

#### Introduction

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

#### Discussion

## NOTICE OF PUBLICATION

### PUBLIC NOTICE HUD ANNUAL ACTION PLAN FOR 2017-2018 TACOMA - LAKEWOOD HOME CONSORTIUM

Tacoma and Lakewood plan to adopt a 2017-2018 Consolidated Annual Action Plan (AAP) for Housing and Community Development providing a framework to address needs in both cities. As the lead entity of the HOME consortium, the Tacoma City Council will approve HOME funded activities for both jurisdictions. CITY OF TACOMA - Proposed use of funds recommended for Tacoma City Council approval is based upon federal funding that includes anticipated amounts of \$2,250,000 in CDBG monies and \$998,000 in Tacoma-Lakewood HOME Consortium monies as well as \$210,000 in new Emergency Solutions Grant (ESG) monies and a reallocation of \$209,666 in previous years' CDBG funds from 2016 and pre-2015 funds and \$6307.67 in previous year ESG funds from 2015. Recommended activities will be implemented as part of the AAP beginning July 2017. CITY OF LAKEWOOD - Proposed use of funds recommended for Lakewood City Council approval is based upon federal funding that includes \$532,415.76 (\$455,000 in new allocation, \$58,000 in program income and \$19,415.76 in reprogrammed funds) in CDBG monies, \$240,000 of the Lakewood portion of the Tacoma-Lakewood HOME Consortium monies. Recommended FY 2017 activities will be implemented as part of the AAP beginning July 2017. **CITIZEN REVIEW COMMENTS** - The recommended 2017-2018 Annual Action Plan for each jurisdiction will be available for public review for a period of 30 days from April 1, 2017 to April 30, 2017. Copies of these documents are available for review at: **City of Tacoma**, 747 Market Street, Community & Economic Development Department (9<sup>th</sup> Floor), General Services Department (2<sup>nd</sup> Floor) as well as at Tacoma public libraries. The document will also be available on the City's website at [www.cityoftacoma.org/conplan](http://www.cityoftacoma.org/conplan). A public hearing by the Tacoma City Council is scheduled for April 18, 2017, with final adoption by the City Council on May 2, 2017. Special arrangements for disabled persons can be made 72 hours in advance by calling (253) 591-5365. **City of Lakewood**, Community Development Department, (2<sup>nd</sup> Floor) 6000 Main Street SW, Lakewood Library, 6300 Wildaire Road SW, and Tillicum Library, 14916 Washington Ave. SW, Lakewood, WA. The document is also available on the City's website at [www.cityoflakewood.us](http://www.cityoflakewood.us). A public hearing by the Lakewood City Council is scheduled for April 17, 2017, 7:00 p.m., Lakewood City Hall, with final adoption by the City Council on May 1, 2017. Special arrangements for disabled persons can be made 72 hours in advance by calling (253) 589-2489. The Annual Action Plan will then be submitted to the Department of Housing and Urban Development for their review and approval. Any citizen who wishes to submit written comments regarding the document may do so up to April 30, 2017. Comments can be mailed to: Ricardo Noguera, Director, Community & Economic Development Department, City of Tacoma 747 Market St., Room 900 Tacoma, WA 98402 and Dave Bugher, Asst. City Mgr. for Development, City of Lakewood 6000 Main St. SW, Lakewood, WA 98499.

Ad published in the News Tribune on March 31, 2017



# City of Lakewood

DRAFT  
FY 2014 Consolidated Annual  
Action Plan Sixth Amendment  
and  
FY 2013 Consolidated Annual  
Action Plan Ninth Amendment



Tacoma-Lakewood  
HOME Consortium

June 5, 2017

This document was prepared in accordance with the requirements established by the Department of Housing and Urban Development for local jurisdictions requesting federal housing assistance through provision of the National Affordable Housing Act of 1990, as amended.

**Tacoma City Council**

Marilyn Strickland, Mayor  
Ryan Mello, Deputy Mayor  
Anders Ibsen  
Robert Thoms  
Keith Blocker  
Marty Campbell  
Joe Lonergan  
Lauren Walker Lee  
Conor McCarthy

Elizabeth Pauli, Interim City Manager

**Lakewood City Council**

Don Anderson, Mayor  
Jason Whalen, Deputy Mayor  
Mary Moss  
Michael D. Brandstetter  
Marie Barth  
Paul Bocchi  
John Simpson

John J. Caulfield, City Manager

**Tacoma Community Redevelopment Authority**

Vacant, President  
Steve Snider, Vice President  
Tess Colby, Secretary  
Jason Kors, Treasurer  
Dan Montopoli  
Helen Tran  
Matthew Schemp  
Matthew LaCroix  
Lisa Lukan  
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**Lakewood Community Services Advisory Board**

Sharon Taylor, Chair  
Paul Calta, Vice-Chair  
Edith Owen-Wallace  
Kathleen Lind  
Mumbi Ngari-Turner  
Michael Lacadie  
Laurie Maus  
DeeAnn Harris

**Tacoma Community & Economic  
Development Department**

Ricardo Noguera, Director  
Carey Jenkins, Housing Division Manager  
Cathy Morton, Management Analyst  
Shannon Johnson, Contract & Program Auditor

**Lakewood Community Development Department**

Dave Bugher, Assistant City Manager for Development  
Jeff Gumm, Program Manager  
Martha Larkin, Program Coordinator

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# I. FY 2014 ANNUAL ACTION PLAN SIXTH AMENDMENT AND FY 2013 ANNUAL ACTION PLAN NINTH AMENDMENT

## INTRODUCTION

The FY 2014 Consolidated Annual Action Plan Sixth Amendment and FY 2013 Consolidated Annual Action Plan Ninth Amendment were prepared in accordance with requirements established by the Department of Housing and Urban Development for local jurisdictions receiving Community Development Block Grant funding through the provisions of the National Affordable Housing Act of 1990, as amended.

## PURPOSE

The purpose of this Chapter is to describe the amendment to the FY 2013 and 2014 Consolidated Annual Action Plans for Housing and Community Development.

## CITIZEN PARTICIPATION PROCESS

The amendment as proposed does not constitute a substantial amendment as defined in Lakewood's Citizen Participation Plan, as adopted November 1, 1999. As such, a citizen comment period of 30 days is not required.

Notification of the proposed amendment was published in THE NEWS TRIBUNE, a paper of general circulation, on March 31, 2017 as a part of the Lakewood-Tacoma consolidated planning process for the FY 2017 Consolidated Annual Action Plan. Copies of the Plan were made available at Lakewood City Hall, Lakewood Library, the Tillicum Library, as well as Pierce County, City of Tacoma, and the State of Washington.

## FY 2013 AND 2014 PROJECT ACTIVITIES AMENDMENT

The amendments to the FY 2013 and 2014 Consolidated Annual Action Plans proposes to reprogram funding as provided:

<b>REPROGRAM FROM: FY 2013 &amp; FY 2014 Activities</b>	<b>Amount</b>	<b>REPROGRAM TO: FY 2017 Activities</b>	<b>Amount</b>
<ul style="list-style-type: none"> <li>• FY 2013 LASA – Prairie Oaks Client Service CenterPC2 – Project Home Rental Assistance (Activity #171)</li> <li>• FY 2014 LASA- Services for Homeless Families (Activity #178)</li> </ul>	\$148.20  <u>\$30.18</u>	<ul style="list-style-type: none"> <li>• FY 2017 City of Lakewood – 123<sup>rd</sup> Street Roadway Improvements</li> </ul>	<u>\$178.38</u>
<b>Total</b>	<b>\$178.38</b>	<b>Total</b>	<b>\$178.38</b>

## U.S. Department of Housing and Urban Development

### Consolidated Plan Listing of Projects

**Subrecipient or Agency Name** – Living Access Support Alliance (LASA)

**Priority Need** – Benefit Low/moderate income persons

**Activity Title** – Services for Homeless Families

**Outcome Measure:** Accessibility for the purpose of creating a suitable living environment.

**Outcome Indicator:** Number of persons having new access to services for the purpose of providing a suitable living environment.

**Expected Units:** FY 2014- 24 People

**Project Description** – Provide for a services program offering case management and other services to low and moderate income families and individuals to prevent homelessness.

**Location** - City-wide

<b>Objective Number</b>	<b>Project ID</b> FY 2014-05
<b>HUD Matrix Code</b> 05 Other Public Services	<b>CDBG Citation</b> 570.201(e) Public Services
<b>Type of Recipient</b> Non-Profit	<b>CDBG National Objective</b> 570.208(a)(2) Limited Clientele
<b>Start Date</b> 7/1/2014	<b>Completion Date</b> 6/30/15
<b>Performance Indicator</b> 01 People	<b>Annual Units</b> 24
<b>Local ID</b> FY 2014-05	<b>Units Upon Completion</b>

<b>Funding Sources:</b>	<b>Amount</b>
CDBG	\$29,000.00
	<b>\$28,969.82</b>
ESG	
HOME	
HOPWA	
Total Formula	
CDBG Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
<b>Total</b>	<b>\$29,000.00</b>
	<b>\$28,969.82</b>

**U.S. Department of Housing and Urban Development**

**Consolidated Plan Listing of Projects**

**Subrecipient or Agency Name** – Living Access Support Alliance (LASA)

**Priority Need** – Benefit Low/moderate income persons

**Activity Title** – Prairie Oaks Client Services Center

**Outcome Measure:** Availability/Accessibility for the purpose of creating a suitable living environment.

**Outcome Indicator:** Number of persons having new access to a new community client services center for the purpose of providing a suitable living environment.

**Expected Units:** FY 2013- 752 People

**Project Description** – Provides construction funding for the LASA Prairie Oaks Client Services Center on Gravelly Lake Dr. SW. The Center will provide essential services to aid in the prevention of homelessness, including, general client services, healthcare services, laundry facilities, toiletry facilities, access to phone and computer, and an essential needs closet providing toiletries, diapers and other personal items.

**Location** – 8954 – 8960 Gravelly Lake Dr. SW (site address not finalized)

<b>Objective Number</b>	<b>Project ID</b> FY 2013-01
<b>HUD Matrix Code</b> 03 Public Facilities and Improvements General	<b>CDBG Citation</b> 570.201 (c) Public Facilities and Improvements
<b>Type of Recipient</b> Non-Profit	<b>CDBG National Objective</b> 570.208 (a) (2) Limited Clientele
<b>Start Date</b> 7/1/2013	<b>Completion Date</b> 6/30/2016
<b>Performance Indicator</b> N01 People	<b>Annual Units</b> 752
<b>Local ID</b> FY 2013-01	<b>Units Upon Completion</b>

<b>Funding Sources:</b>	<b>Amount</b>
CDBG	\$265,000.00
	<b>\$264,851.80</b>
ESG	
HOME	
HOPWA	
Total Formula	
CDBG Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
<b>Total</b>	<b>\$265,000.00</b>
	<b>\$264,851.80</b>

## II. NOTICE OF PUBLICATION

**PUBLIC NOTICE  
HUD ANNUAL ACTION PLAN FOR 2017-2018  
TACOMA - LAKEWOOD HOME CONSORTIUM**

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Ad published in the News Tribune on March 31, 2017



### III. 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 implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement 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.

**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 paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards 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 implementing regulations at 24 CFR Part 135.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

### Specific CDBG 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, 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 which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which 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 2016, shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent 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 which 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 activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

**Specific HOME Certifications**

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

**Eligible Activities and Costs** -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

**Appropriate Financial Assistance** -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING:

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, U.S. 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.

# City of Lakewood

DRAFT  
FY 2015 Consolidated Annual  
Action Plan First Amendment



Tacoma-Lakewood  
HOME Consortium

June 5, 2017

## Program Specific Requirements

### AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

#### Introduction

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

#### Discussion

Amendment #1 to the 2015-2019 Consolidated Plan consists solely of an amendment to the FY 2015 Annual Action Plan for the City of Lakewood. The amendment proposes to reprogram \$19,237.38 in FY 2015 funding from Administration (Project 1) to FY 2017 funding for 123rd St. SW Roadway Improvements (Project 1). Total funding for FY 2015 Administration is reduced to \$74,312.22. No other changes are proposed.



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