



2021 ANNUAL PLAN

Supplement to the 2020-2024 CONSOLIDATED PLAN

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CITY OF PASCO, WASHINGTON

Table of Contents

Executive Summary.....	3
AP-05 Executive Summary - 91.200(c), 91.220(b)	3
PR-05 Lead & Responsible Agencies - 91.200(b)	7
AP-10 Consultation - 91.100, 91.200(b), 91.215(l)	7
AP-12 Participation - 91.401, 91.105, 91.200(c)	11
Expected Resources	14
AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)	14
Annual Goals and Objectives	17
AP-35 Projects - 91.420, 91.220(d)	19
AP-38 Project Summary	20
AP-50 Geographic Distribution - 91.420, 91.220(f)	25
AP-75 Barriers to affordable housing -91.420, 91.220(j)	26
AP-85 Other Actions - 91.420, 91.220(k)	27
Program Specific Requirements.....	29

Executive Summary

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

1. Introduction

The activities proposed in the 2021 Annual Action Plan, which represents the second year supplement to the 2020-2024 Consolidated Plan, will be funded by CDBG allocations, program income, and unobligated prior year funds. The City of Pasco has been approved for a Section 108 Loan Guarantee in an amount not to exceed \$3.781 million (5 times the 2018 entitlement), funds will be used for construction on the Peanuts Park/Farmers Market Renovation project.

If the 2021 funding is above the anticipated amount below, the additional funds will be applied to eligible projects not funded, partially funded or underfunded according to the City's priority need. Alternatively, if CDBG funding is below the anticipated amount, the Public Service project awards will be reduced to no more than 15%, and Planning Administration will be reduced to no more than 20% of the entitlement. Thereafter, each project will be reduced proportionately.

The Cities of Richland, Kennewick and Pasco are entitlement communities under Title I of the Housing and Community Development Act of 1974. Each city is eligible to receive federal funds annually from the US Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) Program. Each city is separately responsible for planning and administering housing and community development activities within their jurisdiction, and implementing, monitoring, and reporting to HUD on the use of CDBG funds.

Richland, Kennewick and Pasco, as contiguous units of local government, entered into a Cooperative Agreement in 1995 to form the Tri-Cities HOME Consortium. The agreement was amended in 2007 to include an automatic renewal clause. At least every three years the Cooperative Agreement is re-evaluated by each city to determine continued participation in the Consortium and to propose change. The Tri-Cities HOME Consortium is eligible to receive annual federal HOME dollars from HUD under the HOME Investment Partnership Program authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act, as amended. The City of Richland serves as the lead entity for the Tri-Cities HOME Consortium, and acts as the administrative, monitoring and reporting agency to HUD.

As each of the three cities share a common set of goals and directions for meeting the community development and affordable housing needs of lower income persons, the cities collaboratively prepared the 2020-2024 Consortium Consolidated Plan. The Plan provides the community with an assessment of needs and market conditions, establishes priority needs, sets goals to respond to the identified needs, and establishes outcome measures for the Strategic Plan and Annual Action Plans.

2. Summarize the objectives and outcomes identified in the Plan

Three priority needs were identified and goals were established corresponding to those needs. All three needs were given high priority. Needs were determined by review of data and available information, reference to applicable assessments and strategic plans, and from input from stakeholders, agencies and others consulted in the process of developing the plan.

The priority needs established are; (1) Need for affordable housing creation, preservation, access and choice. (2) Need for community, neighborhood and economic development and (3) Need for homeless intervention, prevention and for supportive services.

There is a need for affordable housing creation, preservation, access and choice. The corresponding goal is to increase and preserve affordable housing choices. Activities under this goal would include expanding the supply of affordable housing units by developing owner and renter-occupied housing, including acquisition and rehabilitation. Activities would also include providing financial assistance to local housing development organizations to increase the supply of affordable housing. Funds will sustain or improve the quality of existing affordable housing stock, such as rehabilitation of housing, eligible code enforcement tasks, energy efficiency/weatherization improvements, removal of spot blight conditions, and ADA improvements. Funds will increase community awareness of lead-paint hazards and assist with testing for lead hazards. Homeownership opportunities will be provided through such activities as gap financing, down payment assistance and infill ownership.

The second need is for community, neighborhood and economic development with a corresponding high priority goal of the same name. Activities would include support for businesses that create jobs for lower-income residents and/or businesses that provide essential services to lower-income neighborhoods or provide stability to at-risk or blighted areas through activities such as façade improvements and support for micro-enterprises. Funds may support activities that improve the skills of the local workforce, including those with special needs. Community infrastructure would be supported by provision and improvements such as ADA ramps, sidewalks, curbs, gutters, streets, parks, playgrounds, community gardens, and street lights. Funds may provide LID assessment payments for lower income households. Funds will be used to provide or improve public facilities, including neighborhood centers, recreation facilities, and neighborhood beautification projects.

The third need is for homeless intervention and prevention, and for supportive services with a corresponding goal of the same name. Activities and projects under this goal would support public services that respond to the immediate needs of persons in crisis and support regional efforts to meet the basic living needs of lower-income households and individuals including persons with special needs, seniors, and disadvantaged youth. Activities and projects would support homeless facilities and increase housing resources that assist homeless persons toward housing stability and self-sufficiency. Projects could also support increased case management and a high degree of coordination among providers.

3. Evaluation of past performance

The individual cities and the Tri-Cities HOME Consortium have made significant accomplishments in the course of implementing the Consolidated Plan (2009-2014). This reflects strong relationships with community partners in implementing projects beyond the capacity of any one agency. The ability to leverage funds and to coordinate projects to make the best use of resources is essential in light of increasing need and diminishing resources. These strong relationships are being carried forward with the current 2020-2024 Consolidated Plan.

The City of Pasco conducted activities during the 2020 program year to increase and preserve affordable housing choices, support community, neighborhood, and economic development efforts, and support homeless intervention and public service activities. The City managed or implemented each activity in a manner consistent with the certifications presented in the 2020 Annual Action Plan, including: Affirmatively furthering fair housing; Following an anti-displacement and relocation plan; Providing a drug-free workplace; Ensuring no federal funds were used for lobbying; and Implementing activities that are consistent with all components of the 5-Year Consolidated Plan. Overall, the City of Pasco meets the 2020-2024 Consolidated Plan and 2020 Annual Action Plan goals and objectives. The City has demonstrated measurable progress in all of the Consolidated Plan programs and projects. Highlights include:

Affordable housing activities utilized \$88,394 (11.38%) of total funds in 2020 to sustain or improve the quality of existing affordable housing stock. Activities included rehabilitation of housing, eligible code enforcement tasks, energy efficiency/ weatherization improvements, removal of spot blight conditions, and ADA improvements. Activities increase community awareness of lead-paint hazards and assist with testing for lead hazards. HOME funded activities (reported by the City of Richland) provide homeownership opportunities through such activities as gap financing, downpayment assistance and infill ownership.

Economic Development Activities utilized \$405,978.38 (52.28) in CDBG funds to support for businesses that create jobs for lower-income residents and/or businesses that provide essential services to lower-income neighborhoods or provide stability to at-risk or blighted areas through activities such as facade improvements and support for micro-enterprises. Funds may support activities that improve the skills of the local workforce, including those with special needs.

Public Facilities Improvements activities utilized \$80,167 (10.32%) in CDBG funds. The Peanuts Park renovation project utilizes CDBG funds from 2016, 2017 and 2018 for design and Section 108 loan funds for construction. This reporting period the design contract for the Peanuts Park Renovation project was 99% complete. In 2020, the Lewis Street (2nd-5th Avenue) sidewalk improvement multi-year project began design. It utilizes CDBG funds from 2019 and 2020. Construction for this activity will begin in 2021 in conjunction with the Peanuts Park renovation project. Accomplishments will be reported when construction is complete for public works projects.

Homeless interventions/public service activities utilized \$69,554 (8.95%) in CDBG funds to support public services that respond to the immediate needs of persons in crisis and that support regional efforts to meet the basic living needs of lower-income households and individuals including persons with special needs, seniors, and disadvantaged youth.

CDBG funds leveraged additional federal, state and local funding resources to support affordable housing, community and economic development, and Homelessness Prevention/Non-Homeless Special Needs projects. Total resources from other funding sources totaled over \$250,652.46. Private investments were also encouraged in economic development and affordable housing projects.

4. Summary of Citizen Participation Process and consultation process

Steps outlined in the Citizen Participation Plan for Housing and Community Development Programs provide opportunities for citizen involvement in the planning process and to assure that key organizations and agencies were consulted. The Citizen Participation Plan provides for broad involvement, public hearings, and opportunities to comment on needs and proposed plans. Public hearings were held to solicit input on needs and again to solicit input on the Consolidated Plan and Annual Action Plans. During the planning process, focus groups were conducted to gain input on types of needs. Individual stakeholders, agencies, and government representatives were consulted. Finally, numerous reports and strategic plans were reviewed and incorporated into the Consolidated Plan.

The City of Pasco participated jointly and individually in the citizen participation process in the development of the Consolidated Plan and supplemental Annual Action Plans. Public notices were published in Tu Decides, and the Tri-City Herald. The City of Pasco's overall Citizens Participation Plan is in Appendix E of the Consolidated Plan.

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.

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

None. See Participation (AP-12).

7. Summary

The 2021 Annual Action Plan represents the second year of the 2020-2024 Consolidated Plan and summarizes the activities planned for the period January 1, 2021 to December 31, 2021 to meet community and economic development and housing needs identified in the five-year Consolidated Plan. The Annual Action Plan provides specific details of investments in activities, describes the geographic

area in which the programs are available and the nature of the impact the City hopes to achieve through the programs.

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	PASCO	Community & Economic Development Department

Table 1 – Responsible Agencies

Narrative

Consolidated Plan Public Contact Information

Michelle Burden, City of Richland, Community Development Services, P.O. Box 190, MS-19, Richland, WA 99352, 509-942-7580.

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

1. Introduction

The Tri-Cities Citizen Participation Plan for Housing and Community Development Programs guides the consolidated planning and citizen participation process, providing opportunities for citizens, agencies, governmental organizations, faith based organizations, and other interested parties to view, discuss, and comment on needs, performance, and proposed activities.

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)).

In the process of developing the 2020-2024 Consolidated Plan the Cities reached out to organizations and agencies in a number of ways. Focused meetings were held to gain input in identified areas, particularly housing, human services and emergency services/basic needs. In addition to targeted invitations, notices were placed in local newspapers inviting the community at large to attend the affordable housing and human services meetings. While sparsely attended, the meetings yielded valuable input and served as a framework for follow-up interviews with key housing providers, nonprofit organizations and agencies.

Focused scheduled meetings included:

- Affordable housing, including supportive housing
- Public, human services, including special and basic needs
- Code enforcement and emergency services, including first responders
- Community infrastructure needs, provision and opportunities

Each of the three cities worked with an advisory board in preparation of the Consolidated Plan:

- Planning Commission, City of Richland
- Community Development Block Grant Advisory Committee, City of Kennewick
- Planning Commission, City of Pasco

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.

Each of the cities works with and supports actions and priorities of the Continuum of Care and Benton and Franklin Counties Human Services. The Benton Franklin Housing Continuum of Care (“Continuum”) has established three primary goals to pursue in coordinating the homeless provider community in its efforts to end homelessness in the two counties:

- To communicate, coordinate and collaborate among providers and others in development of the Benton and Franklin County 10-Year Homeless Housing Plan to work toward reducing homelessness. The Plan is used in securing resources and funding pertaining to the concerns of people who are without a safe, decent, and affordable place to live.
- To develop and recommend the Continuum’s objectives, projects and strategies to meet specific needs that will increase housing, decrease homelessness; alter the public’s perception of homelessness; provide education, training and technical assistance to advocates, providers and other Continuum members.
- To invite and encourage low-income/homeless individuals to participate in the planning process through public meetings held at Community Based Organizations and/or by any other means the Continuum may deem appropriate.

Phase II strategies of the Continuum’s Action plan include a focus on:

- Implementation of a Benton-Franklin County Coordinated Entry System
- Recognizing that homelessness results from a complex set of challenges, creating more linkages across community services, and providing comprehensive case management
- Improving outcomes and evaluating data to improve and determine effective services
- Encouraging flexibility in providing services and meeting housing needs

- Meeting the needs of currently underserved “special need” populations

Members of the Continuum meet frequently to work on these strategies and coordinate on a wide variety of issues facing the homeless in the area. In addition, members of the Continuum are currently active on the Steering Committee of the 33-county Balance of Washington State Continuum and are active in the subcommittee structure.

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

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active on the Steering Committee of the 33-county Balance of Washington State Continuum and are active in the subcommittee structure.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	BENTON FRANKLIN CAC
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Services-Health Services-Education Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Individual interview

Identify any Agency Types not consulted and provide rationale for not consulting

No major agencies involved in housing or community development were intentionally excluded from consultation. Every effort was made to ensure advance publication of meetings and opportunities to contribute.

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	Benton Franklin Counties Department of Human Services	There is no overlap, Continuum of Care focuses on the public service end of the spectrum.
Capital Improvements Plan	City of Pasco	The Capital Improvement plan and CDBG annual action plan are prepared in tandem. Capital improvement projects are planned to work together with CDBG, HOME and NSP plans and goals
Housing Authority of City of Pasco and Franklin Co	Housing Authority of City of Pasco and Franklin County	There is no overlap, the Housing Authority focuses on the multi-family and rental subsidy spectrum.

Table 3 - Other local / regional / federal planning efforts

Narrative

In addition to direct consultation with agencies and key stakeholders, numerous local and regional plans outlining needs and strategies were considered in preparation of this Consolidated Plan. It is important to note that needs assessments conducted by providers included direct consultation with recipients and members of the communities served in projects funded using CDBG, HOME and NSP block grant funds.

See Consolidated Plan (PR10) for full list.

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

The City of Pasco participated in a joint and individual city citizen participation process in the development of the Consolidated Plan and Annual Action Plans. Public notices were published in Tu Decides, and the Tri-City Herald. The City of Pasco’s overall Citizens Participation Plan is in Appendix E of the Consolidated Plan.

A display ad was published in the Tri-City Herald announcing the availability of 2021 CDBG applications on April 23 and May 7, 2020 and in Spanish in Tú Decidés the same dates. On May 7, 2020, the 2021 CDBG Request for Proposals and application packet was mailed directly to all prior year applicants and published on Pasco's website at <http://www.pasco-wa.gov/143/Community-Development-Block-Grants-CDBG>.

The City of Pasco received sixteen (16) applications; requests for funding totaled \$1,828,750.00. The amount available for distribution to projects in 2021 is \$1,005,814 with a restriction that no more than 15 percent of the anticipated 2021 CDBG award plus prior year program income will be available for public service projects. In accordance with local contingency plan, funds may be provided to unfunded or under funded projects such as, Pasco Specialty Kitchen Hood Expansion Project, CAC Owner-occupied and CHIP Minor Rehabilitation projects, Boys & Girls Club Facility Improvements and Teen Programs.

Planning Commission conducted public hearings June 18, 2020 and July 16, 2020 and heard oral presentations from applicants for 2021 CDBG funds. Discussions for action were held at the July 16, 2020 Planning Commission meeting and recommendations forwarded to Pasco City Council. Notice of the hearings was published in the Tri-City Herald and Tu Decides Hispanic newspapers.

Pasco City Council conducted a workshop on August 10, 2020 to consider the Planning Commission's recommendations for 2021 CDBG allocations and annual work plan. Council approved the 2021 CDBG allocations and annual work plan as recommended at the August 17, 2020 regular meeting.

A display ad published in the Tri-City Herald and Tú Decidés in both Spanish and English on April 1, 2021 in accordance with the Citizen Participation Plan. This initiated the 30-day review public review period of the Annual Action Plan. The 2021 Annual Action Plan is available on the City of Pasco website <http://wa-pasco.civicplus.com/263/Annual-Action-Plan>. The 30-day public review period for the Annual Action Plan expires on May 3, 2021.

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 Hearing	Non-targeted/broad community	Representatives from Benton Franklin CAC, YMCA, ARC of the Tri-Cities and DPDA were in attendance.	No comments were received.	Non-applicable	
2	Internet Outreach	Non-targeted/broad community	No response.	No comments were received.	Non-applicable	http://wapasco.civicplus.com/263/Annual-Action-Plan

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

As each of the three cities share a common set of goals and directions for meeting the community development and affordable housing needs of lower income persons, the cities collaboratively prepared the 2020-2024 Consortium Consolidated Plan. The Plan provides the community with an assessment of needs and market conditions, establishes priority needs, set goals to respond to the identified needs, and establishes outcome measures for the Strategic Plan and Annual Action Plans. The City anticipates for planning purposes that the CDBG and HOME Programs will be federally funded at 2020 levels. These funding projections are difficult to make given the fluctuations of funding for both the CDBG and HOME programs over the past several years.

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The City Planning Commission is the advisory committee responsible for reviewing and evaluating proposals for CDBG funding and making a recommendation for City Council action. Local needs identified through community meetings, result in needs and goals identified in the Tri-Cities Regional 2020-2024 Consolidated Plan. Various methods were used to aid in the development of the 2021 Annual Action Plan. These included public hearings, advertisements in local newspapers in both English and Spanish languages, and direct mailings to agencies and organizations that serve under-represented and lower income populations. In addition, existing and prior community plans, studies, and resources were utilized. Information is gathered during the biennial Citizen's Forum, conducted in even numbered years, and neighborhood meetings.

Application for a Section 108 loan in the amount not to exceed five times the 2018 CDBG entitlement funds has been submitted to HUD Field Office for review and approved. These funds will be used to renovate Peanuts Park, a community park that includes the Pasco Farmer's Market, which serves primarily east and central Pasco. This plan is contingent upon final approval of the Community Development Block Grant entitlement award from the U.S. Department of Housing and Urban Development (HUD). The City reserves the right to make adjustments necessary to reduce, increase or add projects in accordance with the requirements of the approved Citizen Participation Plan. City

projects that have been evaluated and approved as a current or contingent project may be increased or decreased depending on need, availability of funds, feasibility for completion, and timeliness.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder 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	746,167	59,647	200,000	1,005,814	2,586,720	CDBG funds leverage local, state, and federal funds. Agencies are able to combine funding sources in order to provide a wider range of services to the community.

Table 5 - 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

CDBG and HOME funds are important resources in the community and used in conjunction with local, state, other federal and private funds to support housing and other projects. Each of the cities is supportive of efforts by other organizations to obtain funding for projects to address needs and goals outlined in this plan and in meeting needs in the Tri-Cities. Cities also assist community organizations in strategizing, applying for, accessing, and developing new resources and partnerships. CDBG and HOME funds are frequently used to leverage local, state and federal funds such as United Way, Washington State Housing Trust Funds, Emergency Solutions Grant, housing and homeless funds generated by recording feed and county or city general funds.

Each of the cities also has the option of applying for a Section 108 loan in an amount not to exceed five years of the anticipated CDBG funds. Application for a Section 108 loan in the amount not to exceed five

times the 2018 CDBG entitlement funds has been submitted to HUD Field Office and approved. These funds will be used to renovate Peanuts Park, a community park that includes the Pasco Farmer's Market, which serves primarily east and central Pasco. This project is part of an overall improvement to this area together with other public infrastructure improvements will help to revitalize the Pasco downtown area and encourage private investment.

Each city, as a HOME Consortium participant, is required to match HOME funds. That match is met using city general funds or other non-federal funds, land made available at reduced cost (below appraised value), in the form of reduced financing fees from lenders and appraisers, grants for affordable housing from nonfederal sources, donated construction/housing materials and volunteer labor.

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

Not applicable

Discussion

The City of Pasco receives entitlement funds from the CDBG program and from the HOME program through cooperative agreement with the Tri-Cities HOME Consortium. The majority of activities proposed in the 2021 Annual Action Plan will be funded by CDBG annual entitlement grants, reallocations, and program income when received. CDBG, NSP and HOME funds are vital funding resources in the community that are used in conjunction with local, state, and other federal funds.

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	Increase and Preserve Affordable Housing Choice	2020	2024	Affordable Housing		Affordable Housing Choice	CDBG: \$95,000	Homeowner Housing Rehabilitated: 15 Household Housing Unit Housing Code Enforcement/Foreclosed Property Care: 500 Household Housing Unit
2	Community, Neighborhood, and Economic Development	2020	2024	Non-Housing Community Development		Community and Economic Development	CDBG: \$481,814	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 30080 Persons Assisted Facade treatment/business building rehabilitation: 1 Business Jobs created/retained: 15 Jobs
3	Homeless Intervention and Public Services	2020	2024	Homeless Non-Homeless Special Needs		Public Services	CDBG: \$89,000	Public service activities other than Low/Moderate Income Housing Benefit: 76240 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Increase and Preserve Affordable Housing Choice
	Goal Description	<p>CDBG funds provide minor rehabilitation, emergency repairs and/or construction of wheelchair ramps or bathroom accessibility remodels for very low to low income households. This population includes frail, elderly and disabled (City-wide).</p> <p>CDBG funds provide a portion of the salary and benefits for one of five code enforcement officers to help bring approximately 500 properties into compliance with City codes. Code enforcement encourages property owners to maintain housing units to minimum property standards and improves neighborhood appearance in primarily low to moderate income neighborhoods (Census Tracts 201, 202, 203, 204).</p>
2	Goal Name	Community, Neighborhood, and Economic Development
	Goal Description	<p>CDBG funds provide for wages, salaries and benefits for Technical Assistance at the Pasco Specialty Kitchen, a certified commercial incubator kitchen. By providing technical assistance to small startup food-related businesses the Pasco Specialty Kitchen improves their success rate by helping them to establish and achieve their goals. In consideration for technical assistance, the startup businesses agree to create and/or make jobs available to 15 low-to-moderate income persons.</p> <p>Additional CDBG funds are requested for pedestrian safety and disability access improvements to downtown Pasco Neighborhood Business District in the vicinity of 4th and Lewis Streets between 2nd and 5th Avenues, and Clark and Columbia Streets.</p>
3	Goal Name	Homeless Intervention and Public Services
	Goal Description	<p>CDBG funds provide a portion of the salary and benefits for recreation specialists at the Civic Center, Martin Luther King Center and Pasco Senior Center. The facilities' programs provide recreation programs for at risk youth and families in the service areas, and seniors.</p> <p>CDBG funds provide scholarship funds to help low-income youth and disabled adults participate in recreation programs.</p>

AP-35 Projects - 91.420, 91.220(d)

Introduction

This Annual Action Plan provides descriptions of how funds will be used to support the goals and priorities identified in previous sections of this Consolidated Plan. Projects and activities are carefully chosen, many through a competitive process, to ensure the maximum effectiveness in the use of these funds.

#	Project Name
1	PROGRAM ADMINISTRATION
2	PUBLIC SERVICES
3	ECONOMIC OPPORTUNITIES
4	DECENT HOUSING
5	PUBLIC FACILITY IMPROVEMENTS
6	CODE ENFORCEMENT
7	COMMUNITY INFRASTRUCTURE
8	SECTION 108 GUARANTEED LOAN PROGRAM

Table 7 – Project Information

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

Funding priorities are consistent with those stated in the Strategic Plan. The City of Pasco intends to maximize the use of limited resources to ensure the highest benefit within the capacity to administer the program. Reduced funds have increased the challenge. Given the limited capacity, bricks and mortar projects resulting in visual physical improvements are important when those projects reduce barriers for physically impaired persons; result in the acquisition, construction or improvement to public facilities; and/or, result in neighborhood preservation and revitalization. High priority is also placed on projects that would result in enhancing the economic opportunities of residents.

Whenever feasible, projects that leverage additional funds and/or are coordinated with community partners are emphasized and given priority. The City does not anticipate obstacles to meeting the underserved needs addressed in the projects.

AP-38 Project Summary

Project Summary Information

1	Project Name	PROGRAM ADMINISTRATION
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	CDBG: \$140,000
	Description	PROGRAM ADMINISTRATION FOR CDBG AND HOME
	Target Date	12/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	CDBG funds provide for salary and benefits for the Block Grant Administrator to plan, administer and provide for the successful delivery of housing, community development and economic activities. The City receives funds for CDBG and HOME activities. The Block Grant Administrator ensures compliance with local, state and federal rules, regulations and laws for programs that primarily benefit low to moderate income people in Pasco.
2	Project Name	PUBLIC SERVICES
	Target Area	
	Goals Supported	Homeless Intervention and Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$89,000
	Description	PUBLIC SERVICE ACTIVITIES
	Target Date	12/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	

	Planned Activities	<p>CDBG funds provide a portion of the salary and benefits for recreation specialists at the Pasco Civic Center, Martin Luther King Center and Senior Center. The programs provide recreation programs for at risk youth, families and seniors in the service area.</p> <p>The Arc of Tri-Cities provide scholarships for disabled adults living in Pasco and Pasco Recreation Department provides scholarships for low-income children to participate in recreational activities.</p>
3	Project Name	ECONOMIC OPPORTUNITIES
	Target Area	
	Goals Supported	Community, Neighborhood, and Economic Development
	Needs Addressed	Community and Economic Development
	Funding	CDBG: \$168,750
	Description	ECONOMIC OPPORTUNITY ACTIVITIES
	Target Date	12/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	<p>CDBG funds provide for wages, salaries and benefits for Technical Assistance at the Pasco Specialty Kitchen, a certified commercial incubator kitchen. By providing technical assistance to small startup food-related businesses the Pasco Specialty Kitchen improves their success rate by helping them to establish and achieve their goals. In consideration for technical assistance, the startup businesses agree to create and/or make jobs available to low-to-moderate income persons. One business in the Downtown Revitalization Area is expected to improve the facade.</p>
4	Project Name	DECENT HOUSING
	Target Area	
	Goals Supported	Increase and Preserve Affordable Housing Choice
	Needs Addressed	Affordable Housing Choice
	Funding	CDBG: \$25,000
	Description	DECENT HOUSING ACTIVITIES

	Target Date	12/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	CDBG funds provide minor rehabilitation, emergency repairs and/or construction of wheelchair ramps or bathroom accessibility remodels for very low to low income households. This population includes frail, elderly and disabled (City-wide).
5	Project Name	PUBLIC FACILITY IMPROVEMENTS
	Target Area	
	Goals Supported	Community, Neighborhood, and Economic Development
	Needs Addressed	Community and Economic Development
	Funding	:
	Description	PUBLIC FACILITY IMPROVEMENT ACTIVITIES FOR PARKS AND BUILDINGS
	Target Date	12/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Contingent hood expansion project at Pasco Specialty Kitchen.
6	Project Name	CODE ENFORCEMENT
	Target Area	
	Goals Supported	Increase and Preserve Affordable Housing Choice
	Needs Addressed	Affordable Housing Choice
	Funding	CDBG: \$70,000
	Description	CODE ENFORCEMENT ACTIVITIES
	Target Date	12/31/2021

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	CDBG funds provide a portion of the salary and benefits for one of five code enforcement officers to help bring approximately properties into compliance with City codes. Code enforcement encourages property owners to maintain housing units to minimum property standards and improves neighborhood appearance in primarily low to moderate income neighborhoods.
7	Project Name	COMMUNITY INFRASTRUCTURE
	Target Area	
	Goals Supported	Community, Neighborhood, and Economic Development
	Needs Addressed	Community and Economic Development
	Funding	CDBG: \$398,126
	Description	Expand or improve basic community infrastructure in lower income neighborhoods while minimizing costs to households below 80% of area median income.
	Target Date	12/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	CDBG funds are requested for pedestrian safety and disability access improvements to downtown Pasco Neighborhood Business District in the vicinity of 4th and Lewis Streets between 2nd and 5th, and Clark and Columbia.
8	Project Name	SECTION 108 GUARANTEED LOAN PROGRAM
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	CDBG: \$200,000

Description	Section 108 Guaranteed Loan Program Activities to include finance fees, public facility/infrastructure construction, economic development, and administration. In 2021, \$200,000 will be used for finance fees/debt service.
Target Date	12/31/2021
Estimate the number and type of families that will benefit from the proposed activities	
Location Description	
Planned Activities	Annual debt payment for Section 108 loan.

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

No specific geographic target areas have been identified. Pasco's CDBG funds will be available to assist lower income residents within Pasco city limits with priority placed on those activities that provide a benefit in the oldest neighborhoods of Pasco.

Geographic Distribution

Target Area	Percentage of Funds

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Revitalization efforts remain a priority in central Pasco where most of the aging housing stock is located. Pasco's CDBG and HOME funds will be used to assist lower income residents of Pasco, with priority placed on those activities that provide a benefit in the oldest sections of Pasco. This geographic area is primarily located in central Pasco (Census Tracts 201, 202, 203 and 204), and is characterized by a high percentage of families living at or below poverty level.

Discussion

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

The purchase price and down payment of a home generally serves as a significant barrier to affordable homeownership opportunities, particularly for lower income households. Local HUD-funded housing programs strive to provide affordable housing opportunities for lower-income households by financing down payment assistance. Affordable housing opportunities are also available through programs for minor home repairs and weatherization upgrades to existing homes, decreasing energy costs for low income households. .

All three cities encourage infill development to preserve older neighborhoods, and support increase of housing densities in areas where adequate public facilities and services (police and fire protection, schools, water, sewer, and public transit) are in place or can easily be provided.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Pasco is sensitive to the issue of processing time. The permitting process is continuously reviewed and improvements are made when appropriate. The intake and fast-track processes are two processes that help developers identify assets, requirements and possible constraints to proposed projects. Pasco's permitting fees are comparable to Kennewick and Richland.

The City's plans to extend major utility service lines which will have a direct bearing on when and where homes are built. How those extension costs are allocated can have an impact on the price of homes built in areas where the services are extended.

Utilities in the City of Pasco are offered to income-eligible senior citizens and disabled at discounted rates from Franklin PUD (electricity), City of Pasco (water), and Basin Disposal (refuse). The City provides minor rehabilitation funds to make housing affordable for low to moderate income persons with energy efficient home improvements and emergency repairs.

Discussion

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

Introduction

Because of the layout of the Tri-Cities, Benton and Franklin Counties are taking a more regional approach for addressing obstacles to underserved needs. One of the challenges to meeting underserved needs by any one group is the lack of staff capacity, financial resources, and supportive services necessary to address all needs. All three cities attend, support and are active members of Continuum of Care (CoC), an organization comprised of local non-profit, housing, public service, correctional, and government agencies throughout Benton and Franklin counties. The CoC has established a Coordinated Entry System (CES) that is fully implemented that aims to create efficiencies in the service provider network by not duplicating services and matching those in need of services to those organizations most suited to meet those needs.

Actions planned to address obstacles to meeting underserved needs

Decent housing can be made available to those below 30% median income by joining forces with community advocates such as the Benton Franklin Home Base Housing Network, Benton Franklin Community Action Committee and the Department of Human Services to provide affordable housing for this underserved population. Typical projects to meet this goal would be family shelter, domestic violence shelter, developmentally disabled and chronically mentally disabled housing, elderly housing, migrant farmworker housing, homeless prevention rapid rehousing programs and state and local housing trust funds. The City supports the efforts of local non-profit agencies to meet needs of underserved populations.

Actions planned to foster and maintain affordable housing

The City will continue to support the efforts of various nonprofit agencies, housing authorities and CHDO's to provide affordable housing opportunities for special needs populations through the use of CDBG and HOME funds. Rehabilitation priority is given by the City and by Benton Franklin CAC Energy Efficient Healthy House Program to those homes occupied by frail elderly or homeowners and renters with disabilities. City staff will be available to assist in identifying potential funding sources and provide technical assistance within staff capacity, and will remain receptive to forming partnerships with other entities to assure vulnerable populations are able to reside in decent, safe housing.

Actions planned to reduce lead-based paint hazards

The City will provide education on lead-based paint including information on Safe Work Practices, actions to take when rehabbing or remodeling a home, and steps to take if exposure to lead hazards is suspected.

The pamphlets "Renovate Right" and "Protect Your Family from Lead in Your Home" published by

Washington Department of Commerce and Environmental Protection Agency (EPA) will be distributed to all potential housing clients and be available via online links from the City's website.

In compliance with Program Update 05-11, the Lead Based Paint (LBP) Safe Checklist is utilized to evaluate applicability of the lead safe housing rule to CDBG and HOME funded projects. The City will work with pre-qualified contractors to perform testing as necessary to identify lead hazards, and assure compliance after remediation work through clearance exams as required for persons assisted with CDBG or HOME funds.

Actions planned to reduce the number of poverty-level families

The activities outlined in this plan will work to increase economic opportunities in the Tri-Cities area. Through working with local businesses and, creating needed infrastructure and facilities updates/maintenance, the cities are working to increase the number of opportunities for financial security in the area.

Also, each city funds public services that increase capacity for local non-profit service organizations that work directly with low-income households with the aims of first creating stability and then working to identify opportunities to transition out of poverty.

Actions planned to develop institutional structure

The City will pursue various activities outlined in the 2020-2024 Consolidated Plan to strengthen and coordinate actions with housing, nonprofit, and economic development agencies. Staff will continue to participate in the Continuum of Care Task Force to assist in the coordination of government agencies, nonprofit organizations, housing developers, social service providers, and Continuum of Care providers to meet the needs of homeless individuals and families. Richland staff will participate in the Point-in-Time Count, used to measure community trends and shifts that are impacting those individuals and families experiencing homelessness.

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

The City supports efforts by agencies to apply for or leverage other funding sources that might become available during the year. City staff will be available to provide some technical assistance support of projects that meet a Housing and Community Development need as identified in the 2020-2024 Consolidated Plan and will assist organizations to apply for funds from other local, state or federal resources within staff capacity.

Discussion

Program Specific Requirements

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

Introduction

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.

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
Total Program Income:	0

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

Program income received from pre-2000 rehabilitation program repayments is planned to be reallocated to continue the Community Housing Improvement Program for minor rehabilitation, emergency repairs, etc. with the emphasis on elderly and disabled households less than 50%.