

2014 ANNUAL PLAN  
Supplement to the 2010-2014  
CONSOLIDATED PLAN

CITY OF PASCO, WASHINGTON

525 N Third Avenue, PO Box 293, Pasco, WA 99301



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# City of Pasco

## Narrative Responses

### GENERAL

#### ***EXECUTIVE SUMMARY***

The City of Pasco is an entitlement community under Title 1 of the Housing and Community Development Act of 1974 and receives federal funds annually from the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) Program. In addition, the three cities of Richland, Kennewick and Pasco have formed a consortium and are eligible to receive federal HOME dollars from HUD on an annual basis. Richland serves as the lead entity for the consortium, and acts as the administrative, monitoring, and reporting agency for the Tri-Cities HOME Consortium to HUD.

For program years 2010-2014 a suitable living environment will be made available for primarily low moderate income neighborhoods in central Pasco (Census Tracts 201, 202, 203 and 204) by adding new facilities to meet the needs of youth aging out of school age activities, but not old enough to participate in the high school activities. Neighborhood Improvement Plans will be developed to address community infrastructure needs and concerns in targeted neighborhoods and an inventory conducted to prepare a plan for ADA accessibility upgrades in areas that need it. The newly formed Pasco Neighborhood plans will continue to be developed to serve the needs of the surrounding neighborhoods.

Decent housing will be made accessible and affordable through the efforts of community partners such as Catholic Family's Volunteer Chore Services, Benton Franklin Community Action Committee (CAC) and the Community Housing Improvement Program (CHIP). Code Enforcement activities help sustain decent housing for both owner-occupied and rental properties per International Property Maintenance Codes and Pasco Municipal Codes.

For program years 2010-2014, decent housing will 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.

For program years 2010-2014, economic development opportunities in Pasco will be furthered by the formation of the Downtown Pasco Development Authority (DPDA) chartered with revitalizing Pasco's downtown. Revolving loans provide working capital to local businesses to create and retain jobs. Façade improvement loans help to improve the exterior of downtown businesses. These projects would improve the outlook for agriculture and food service based business in Pasco and create entry level jobs. By partnering with local Worksource agencies these businesses could be cultivated to create higher family wage jobs. Economic opportunities will also be made available through the efforts of the Pasco Specialty Kitchen, a commercial incubator kitchen, which provides technical assistance to small businesses and microenterprises for the purpose of creating jobs available to or held by low moderate income persons.

The 2014 Annual Action Plan represents the final year of the 2010-2014 Consolidated Plan and summarizes the activities planned for the period January 1, 2014 to December 31, 2014 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.

## ***GENERAL QUESTIONS***

### **Geographic Distribution**

The total land area of the Kennewick-Pasco-Richland metropolitan statistical area (MSA) spans a total area of 2,945 square miles and had a population of 192,696 in the year 2000. The population of this metro area increased to 253,340 in the year 2010 and was estimated at 268,200 in 2013.<sup>1</sup> The population in Pasco increased from 32,066 in the year 2000 to 59,781 in the year 2010. In the year 2013, the population of Pasco was estimated at 65,600.<sup>1</sup>

Revitalization efforts remain a priority in central Pasco where most of the aging housing stock is located (see Figure 3: Downtown Revitalization Area). 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 (see Figure 2: Below Poverty Level).

Pasco intends to use HOME dollars for the first time homebuyer down payment assistance program for low to moderate households purchasing their first home. NSP funds will be used for acquisition and rehabilitation loans for low-middle income households to purchase foreclosed properties. Priority is given to low mod income census tracts and local target neighborhoods.

### **Obstacles to Underserved Needs**

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. Staff continues to attend and be an active member of Benton Franklin Home Base, an organization comprised of local non-profit, housing, public service, correctional, and government agencies throughout Benton and Franklin counties. By maintaining open communication, collaboration, and partnering efforts among all groups, and reducing duplication of effort, more needs of lower income people can be met.

### **Resources**

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. In addition, the City also has received NSP program funds through a pass-through grant from Washington State Department of Commerce. The majority of activities proposed in the 2014 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.

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<sup>1</sup> Datasource: April 1 Population of Cities, Towns, and Counties, Office of Financial Management

Federal funds anticipated to be available for activities in 2014 are as follows:

CDBG	\$640,072
CDBG Program Income	\$0
CDBG Reallocations	\$80,057

Reported in Richland Annual Plan	
HOME*	\$550,000
HOME Program Income**	\$100,000

\*The City of Richland uses 10 percent of HOME entitlement funds for administration purposes; 15 percent is set aside for Community Housing Development Organizations (CHDO); and the balance is allocated between the three cities using the same formula utilized by HUD to calculate the CDBG entitlement.

\*\*Ten percent of program income is available for administrative purposes by the member city whose project generated the program income, 90% will be used for the member city's current housing activities.

While no plans are underway at the present time, the City of Pasco also reserves the option of applying for a Section 108 loan in an amount not to exceed five years of anticipated CDBG funds.

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). As the exact entitlement is unknown at this time, the City of Pasco reserves the right to make adjustments necessary to reduce, increase or add projects per the requirements of the approved Citizen Participation Plan.

The 2014 CDBG Allocations and Annual Work Plan approved by Pasco City Council in Resolution No. 3502 allocated funding for projects as categorized in Figure 1 below, Percent of Use CDBG Funding. See Table 1 for funding per project.

## Percent of Use CDBG Funding

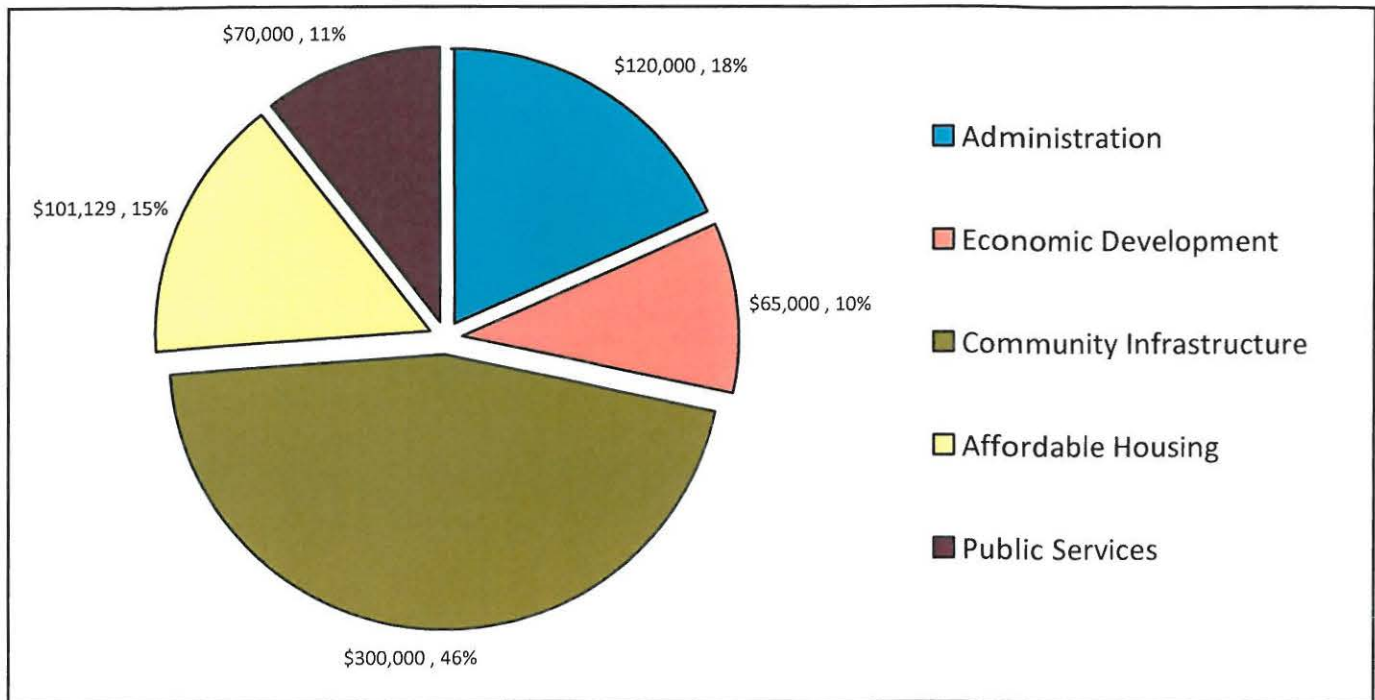


Figure 1: Percent of Use CDBG Funding

The City of Pasco supports efforts by other agencies to apply for, or leverage other funding sources that might become available during the year. City staff will be available to provide written and verbal support of projects that meet a Housing and Community Development need as identified in the 2010-2014 Consolidated Plan, and will assist other organizations to apply for funds from other local, state or federal resources within staff capacity.

### ***MANAGING THE PROCESS***

The cities of Pasco, Richland, and Kennewick are each responsible for implementing and administering CDBG programs funded through the Annual Action Plan process. Pasco is a member of the Tri-Cities HOME Consortium along with Richland and Kennewick. The City of Richland serves as the lead entity for the Tri-Cities HOME Consortium, and is responsible as the administrative, monitoring and reporting agency to HUD.

The City of Pasco 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 goals and objectives and the needs are matched to strategies identified in the Tri-Cities 2010-2014 Consolidated Plan. Various methods were used to aid in the development of the 2014 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.



Given its overall management of the CDBG process, Pasco will monitor each activity and provide assistance where needed by sub-recipients. This includes providing advice over terms and conditions, Davis-Bacon Act, construction method of contracting, and other important flow down requirements of HUD.

### ***CITIZEN PARTICIPATION***

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 on pages 143-149 of the Consolidated Plan.

A display ad was published in the Tri-City Herald announcing the availability of 2014 CDBG applications on May 5, 2013 and May 12, 2013 and in Spanish in Tú Decidés on May 23, 2013. The deadline for receiving applications was set for May 29, 2013.

The CDBG Request for Proposals and application packet was mailed directly to all prior year applicants on May 10, 2013 and made available via Pasco's website at <http://www.pasco-wa.gov/index.aspx?nid=143>.

The City of Pasco received 15 applications; requests for funding totaled \$1,470,345. The amount anticipated to be available for distribution to projects in 2014 is \$720,129, with a restriction that no more than 15 percent of the anticipated 2014 CDBG award plus prior year program income will be available for public service projects. On June 20, 2013 and July 18, 2013, the Planning Commission held public hearings and heard oral presentations from applicants for 2014 CDBG funds. Discussions for action were held at the Planning Commission meeting on July 18, 2013 and recommendations were forwarded to Pasco City Council.

On August 12, 2013, a workshop was held before Pasco City Council to consider the Planning Commission's recommendations for 2014 CDBG allocations and annual work plan. At the August 19, 2013 regular meeting Council approved the 2014 CDBG Annual Work Plan as recommended.

A display ad published in the Tri-City Herald on October 13, 2013 in English and in Tú Decidés on October 17, 2013 in Spanish began the 30-day review period of the Annual Action Plan. After expiration of the 30-day public review period prior on November 12, 2013 the plan will be submitted to HUD on November 15, 2013.

The 2014 Annual Action Plan will be made available on the City of Pasco website ([www.pasco-wa.gov](http://www.pasco-wa.gov)) for review. Hearing impaired persons may call toll free (888) 543-6598 Voice/TTY for assistance.

***SPACE RESERVED FOR COMMENTS RECEIVED DURING A 30-DAY PUBLIC REVIEW PERIOD WHICH EXPIRES ON NOVEMBER 12, 2013. NO COMMENTS WERE RECEIVED.***

The City of Pasco will pursue various activities outlined in the Consolidated Plan to strengthen and coordinate actions with housing, non-profit and economic development agencies. Staff will continue to be an active member of the Benton Franklin Home Base Program 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 the homeless. The City of Pasco will encourage and support joint applications for resources and programs among housing and public service entities.

## ***MONITORING***

The City of Pasco is responsible for monitoring the CDBG program sub-recipients to ensure compliance with all federal, state and local rules, regulations and laws. This is accomplished through phone conversations, written correspondence, desk monitoring and at least one on-site monitoring visit per year. If an activity is determined to be “high risk”, more on-site monitoring visits will be conducted. Technical assistance is offered throughout the year, both to new and existing sub-recipients. Sub-recipients are required to provide written quarterly reports to identify progress made in the program and how funds have been used. At the end of each year, a final recap report is also submitted by subrecipients to assist in analyzing strengths and weaknesses of their activity.

Housing projects funded by CDBG, NSP or HOME assistance are typically made as loans documented by recorded deeds of trust, promissory notes, and other contractual loan agreements. These documents establish the obligations for compliance with federal regulations. All housing projects are required to secure building permits and comply with zoning and building code requirements. Housing units are inspected and corrections are required to meet minimum property standards and applicable building codes as part of the process.

Recipients of federal funding are required to report program outcomes. In order to better assess the effectiveness of the activity, a performance measurement system has been designed by HUD to establish and track measurable objectives and outcomes for the CDBG and HOME programs. Key elements to the performance measurement system are objectives, outcomes and indicators. All approved applicants are required to comply with the performance measurement system, which is included in the 2010-2014 Tri-Cities Consolidated Plan. The City does not monitor grants or loans awarded directly to other entities by HUD or other federal or non-federal agencies.

## ***PERFORMANCE MEASUREMENT SYSTEM***

In 2014, Pasco will continue to use the Community Planning and Development (CPD) Outcome Performance Measurement System developed to measure the impact CDBG dollars is making in the community and assist in measuring program and sub-recipient performance. These actions will identify potential areas of concern and assist in making necessary changes to ensure programs operate efficiently and effectively. There are three main components to the CPD Outcome Performance Measurement System—Objectives, Outcomes, and Indicators.

### **Objectives**

The CPD Outcome Performance Measurement System offers three possible objectives for each activity which are based on the broad statutory purposes of the four CPD programs:

1. **Creating Suitable Living Environments** relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment. This objective relates to activities that are intended to address a wide range of issues faced by low and moderate income



persons, from physical problems with their environment, such as poor quality infrastructure, to social issues such as crime prevention, literacy, or elderly health services.

2. **Providing Decent Housing** covers the wide range of housing activities that are generally undertaken with HOME, CDBG, or Housing Opportunities for People with Aids (HOPWA) funds. This objective focuses on housing activities whose purpose is to meet individual family or community housing needs.
3. **Creating Economic Opportunities** applies to activities related to economic development, commercial revitalization efforts, or job creation or retention.

## **Outcomes**

The second component of the system, Outcomes, is closely related to the objectives. The program Outcome helps further refine the objective and is designed to capture the nature of the change or the expected result of the objective that is being sought to achieve. Outcomes correspond to these questions “What is the type of change we are seeking,” or “what is the expected result of the activity?” The following three are possible outcomes for each activity:

1. **Availability/Accessibility** applies to activities that make infrastructure, public services, public facilities, housing, or shelter available or accessible to low and moderate income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the basics of daily living available and accessible to low and moderate income people where they live.
2. **Affordability** applies to activities that provide affordability in a variety of ways to low and moderate income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care. Affordability is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low income household.
3. **Sustainability** applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low and moderate income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

The following table will be used to identify specific Objectives and Outcomes that will be associated with individual activities.

	<b>OUTCOME #1 AVAILABILITY/ ACCESSIBILITY</b>	<b>OUTCOME #2 AFFORDABILITY</b>	<b>OUTCOME #3 SUSTAINABILITY</b>
<b>OBJECTIVE #1 SUITABLE LIVING ENVIRONMENT (SLE)</b>	1.1 Enhance suitable living environment through new/improved accessibility/availability	1.2 Enhance suitable living environment through new/improved affordability	1.3 Enhance suitable living environment through new/improved sustainability
<b>OBJECTIVE #2 DECENT HOUSING (DH)</b>	2.1 Create decent housing with new/improved availability/accessibility	2.2 Create decent housing with new/ improved affordability	2.3 Create decent housing with new/improved sustainability
<b>OBJECTIVE #3 CREATE ECONOMIC OPPORTUNITY (EO)</b>	3.1 Provide economic opportunity through new/improved availability/accessibility	3.2 Provide economic opportunity through new/improved affordability	3.3 Provide economic opportunity through new/improved sustainability

## **Indicators**

Once the program purpose (objective), and intended result (outcome) have been established, the next step is to identify how to measure progress toward achieving the intended results. There are 18 key indicators that HUD will use to assist in demonstrating the benefits that result from the expenditure of CDBG or HOME funds. A standardized reporting format in the Integrated Disbursement Information System (IDIS) system will be utilized, based on the type of activity that will be undertaken. This will result in national uniform reporting from all jurisdictions in order to better track the effectiveness of the CDBG and HOME Programs. Specific “Indicators” will be automatically assigned by HUD when an activity is identified and set up in the IDIS system, however, each project may have several indicators that will be reported depending upon the scope and purpose of the project. Specific Indicators are as follows:

1. Public facility or infrastructure activities;
2. Public service activities;
3. Geographically targeted revitalization effort;
4. Number of commercial facade treatment/business building rehabs that are not target area based;
5. Number of acres of Brownfield’s remediated that are not target area based;
6. Number of new rental units constructed that are affordable, 504 accessible, qualify as Energy Star, are occupied by special needs populations, etc.;
7. Number of rehabilitated rental units that are affordable, 504 accessible, qualify as Energy Star, are occupied by special needs populations, etc.;
8. Number of homeownership units constructed, acquired, and/or acquired with rehabilitation, number that are affordable, how many years affordable, 504 accessible, qualify as Energy Star, are occupied by special needs populations, etc.;
9. Number of owner occupied units rehabilitated or improved that are brought from substandard to standard condition, qualify as energy efficient, compliant with lead safe housing rules, accessible for persons with disabilities, occupied by special needs populations, etc.;
10. Assistance of down payment/closing costs to homebuyers to purchase a home, number of first time homebuyers, number who receive housing counseling;
11. Number of households with short-term rental assistance, number of special needs households, number of homeless households, etc.;
12. Number of homeless persons given overnight shelter;
13. Number of beds created in overnight shelter or other emergency housing;
14. Number of households that received emergency financial assistance to prevent homelessness, or received emergency legal assistance to prevent homelessness;
15. Jobs created for previously unemployed, number that now have access to employer sponsored health care, types of jobs created, training provided, etc.;
16. Jobs retained;
17. Number of new or existing businesses assisted and the DUNS number of the business. (HUD will now track the number of new businesses that remain operational for 3 years after assistance.);
18. Number of assisted businesses that provides goods or services to meet needs of the service area/neighborhood/community.

## ***LEAD-BASED PAINT***

The City of Pasco will undertake the following actions in program years 2010-2014 to increase community awareness of lead based paint and its hazards. The City of Pasco 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 <http://www.commerce.wa.gov/Programs/services/Paint/Pages/LeadBasedPaintEducationandOutreach.aspx>.

In compliance with Program Update 05-11, the Lead Based Paint (LBP) Safe Checklists is utilized to evaluate applicability of the lead safe housing rule to City of Pasco CDBG, HOME and NSP funded projects. The City of Pasco 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 by the Community Housing Improvement Program using CDBG, HOME and NSP funds.

## **HOUSING**

### ***SPECIFIC HOUSING OBJECTIVES***

Three projects totaling \$101,129 will utilize 15% of CDBG funding anticipated in 2014 in support of housing objectives. The outcome of these projects would make affordable housing available for low-income persons, and provide accessibility for some disabled persons. In addition, neighborhoods are revitalized by combining steady code enforcement inspections with investment in community infrastructure. Sustainability is achieved by preventing areas from becoming disenfranchised and falling into disrepair.

#### **Catholic Family Volunteer Chore Services (\$3,129)**

CDBG funds are requested to provide minor ADA accessibility remodels, repairs and to construct wheelchair ramps for very low income households. This population includes elderly and disabled (City-wide). It is estimated that 7 frail elderly/disabled households will be assisted.

#### **Code Enforcement (\$48,000)**

The Community & Economic Development Department continues to use CDBG funds to partially fund operation of a Code Enforcement Program to create a more viable living environment for low to moderate income families in low to moderate income neighborhoods in Pasco (Census Tracts 201, 202, 203, and 204). The amount covers partial program delivery costs for one code enforcement officer who is responsible for these areas in Pasco. Two other Code Enforcement officers help also residents improve neighborhood appearance by enforcing compliance with adopted property maintenance codes and building codes. This is important in the primarily low to moderate income neighborhoods to arrest the decline experienced in these parts of town.

Code Enforcement also conducts a biennial rental inspection program for all properties offered to the public. Property owners are required to ensure, through the licensing and inspection process, rental units offered to the public meet minimum housing codes per the International Property Maintenance Code. Properties are inspected for life-safety issues on a biennial basis or at the request of a tenant. This program maintains that affordable rental units are available to the market by ensuring they are suitable for habitation (City-wide, low/mod clientele).

### **BFCAC Community Housing Improvement Minor Rehab Program (\$50,000)**

CDBG funds are requested to provide minor home repairs, emergency water/sewer connections, energy efficient weatherization upgrades, and hazardous material removal for low to moderate income households. (City-wide). It is estimated 5 households will be assisted.

<b>GOAL IV - LOW TO MODERATE INCOME HOUSING</b>					
<b><i>Desired Outcome: Lower-Income persons have access to decent, safe and sanitary affordable housing.</i></b>					
<b><i>Goal/ Strategy/ Objective</i></b>	<b><i>Name/Project</i></b>	<b><i>Amount Recommended</i></b>	<b><i>Performance Objective</i></b>	<b><i>Performance Outcome</i></b>	<b><i>Indicator</i></b>
IV/1	Catholic Family Charities Volunteer Chore Services	\$3,129	Decent Housing	Accessibility	7 elderly households assisted with wheel chair ramps
IV/2	Code Enforcement	\$48,000	Decent Housing	Sustainability	24,444 people
IV/2	Community Housing Improvement Minor Rehab Program	\$50,000	Decent Housing	Affordability	5 households assisted with minor rehab

### ***NEEDS OF PUBLIC HOUSING***

In the Tri-Cities, public housing authorities facilitate tenant councils in their respective jurisdictions. Through cooperative agreements with each other, residents have the ability to move between jurisdictions with Section 8 vouchers. These public housing authorities actively support self-sufficiency for Section 8 and other program clients; and actively market their assistance programs to private landlords and property management firms. As in most areas, public housing authority waiting lists in the Tri-Cities are unable to match the need for housing to the supply of vouchers or public housing units. Waiting lists are open year round, with preferences and eligibility criteria established separately by each Public Housing Authority (PHA) as allowed by federal regulation.

Pasco and Franklin County Housing Authority (PHA) has 24 farm worker units, 280 low income units, 289 Section 8 vouchers and 44 homeless/migrant units. The PHA also manages an additional 350 units of assisted properties. There are currently no new projects in development. The public housing stock owned by PHA is generally in very good overall condition. Regular improvements are generally made through their own funding as well as a variety of HUD Public Housing Grant Programs available for modernization, safety/security measures, rehabilitation and other operating issues. Public housing units range from scattered site multi-family duplexes to multi-family apartment complexes.

All rental properties in Pasco are required to be licensed annually and inspected biennially for compliance with minimum housing standards per the International Property Maintenance Code. Public housing and Section 8 properties inspected and certified by HUD inspectors are included with properties inspected through the Rental Inspection Program. Through this program, many affordable rental units have been returned to the market, increasing the stock of safe, decent and affordable housing.



## ***BARRIERS TO AFFORDABLE HOUSING***

Over the past few years, Pasco has received increased attention at the state and national levels as an ideal place to live, work, run a business or retire. Pasco has been heavily marketed and noted in a number of state and national publications as possessing those attributes that people desire for the place in which they live. This has led to a large increase in population, with a corresponding increase in housing development.

Excessive development costs and associated fees, recent increases in costs for energy, and rising housing prices are all potential barriers to affordable housing. In the Tri-Cities community, Pasco is the entry-level residential growth center. Housing in Pasco is influenced by a variety of public policies and actions that can either have short-term impacts or long-term implications for affordable housing. Pasco regularly monitors available land, zoning, land use, permitting processes, utilities and transportation to accommodate projected population increases and housing requirements of all income groups.

**Zoning:** The City encourages infill development and increased housing densities in areas where adequate public facilities and services (police and fire protection, schools, water, sewer, and drainage) are in place or can easily be provided.

**Land Use:** Regulations should provide for adequate land for all types of development including single family, multi-family, commercial, industrial, and open space. When sufficient land is neither available nor allocated for appropriate residential development, speculation enters the market, drives up prices, and ultimately increases the price of housing, making housing less affordable to low and moderate-income households.

**Licensing and Permits:** 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.

**Extension of Transportation and Utility Service:** 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.

**Energy Efficiency:** 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 participates with Benton Franklin Community Action Committee (CAC) to make housing affordable for low to moderate income persons with energy efficient home improvements.

## ***HOME/AMERICAN DREAM DOWN PAYMENT INITIATIVE (ADDI)***

The Tri-Cities HOME Consortium adheres to recapture requirements as set forth in 24 CFR 92.254 (a) (5). Deed of Trust restrictions and promissory notes are required on each HOME assisted property during the period of affordability, with specific terms and conditions established by each participating jurisdiction of the consortium.

Each city, as a participating jurisdiction, must contribute to the support of affordable housing in the community. The contribution is considered a match for federal HOME dollars, and must equal 25 percent of the funds drawn from the jurisdiction's HOME Investment Trust Fund Treasury account, excluding funds identified for administering the program. Match obligations are satisfied by non-federal investment in, or contribution to, HOME assisted or HOME eligible projects by reduction or contribution from the City's general fund, reduced cost for land purchased below appraised value, reduced financing fees from lenders and appraisers, donated construction materials, and volunteer labor.

No administrative dollars are included as part of the distribution, and administrative support of the ADDI program will come from other sources such as HOME or CDBG administration funds, or other local funding resources.

## HOMELESS

### *Definitions -*

**Chronically Homeless People** are defined by HUD as homeless individuals with a disabling condition (substance abuse disorder, serious mental illness, developmental disability, or chronic physical illness or disability) who have been homeless either; 1) continuously for one whole year or 2) four or more times in the past three years. Chronically homeless people are in need of housing, but often in need of other services such as mental health, basic health care, and substance abuse treatment. Chronic homelessness is long term or repeated homelessness accompanied by a disability. Research reveals that between ten (10%) to twenty (20%) percent of homeless single adults are chronically homeless. Few people in this chronic group are likely to generate significant earnings through wages. While they may have some income from wages and/or public benefits they will require long-term assistance in both housing and services.

**Episodically Homeless** are often times individuals who use the shelter repeatedly. This group is estimated to constitute nine percent (9%) of the homeless single population. This group has a high public cost when housed in shelters because its members seem frequently to interact with other very costly public service systems, particularly jails, prisons and hospitals.

**Transitionally Homeless** are those who have a one-time and short-term stay in the homeless assistance system, exit it and return infrequently if at all. The majority of families and single adults who become homeless fall into this category. They have most often had a financially related housing crisis that has resulted in their homelessness.

**At Risk of Homelessness** individuals or families usually are paying a high percentage of their income for housing (typically fifty percent (50%) or more), and are living in substandard or overcrowded housing. Substandard housing is defined as housing that does not meet local housing codes. At risk of homelessness can also include individuals or families living in motels without the financial ability to pay for ongoing shelter.<sup>2</sup>

In regards to the CPD-13-06 Notice dated August 22, 2013, the City of Pasco plans to report progress in meeting specific objectives as follow:

### *Providing affordable housing –*

The City will encourage and support non-profit agencies dedicated to providing transitional housing for persons and families that have been denied access to public housing due to previous substance abuse related offenses.

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<sup>2</sup> National Alliance to End homelessness, Homeless Policy Focus Areas, 2007



## ***Reducing and ending homelessness –***

In addition to continued involvement in Continuum of Care group activities, the City of Pasco, will take action to encourage, support and assist non-profit agencies dedicated to reducing and end homelessness:

- (1) Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs;*
- (2) Addressing the emergency shelter and transitional housing needs of homeless persons;*
- (3) Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.*
- (4) Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are*
  - (i) Likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health-care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions);*
  - (ii) Receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.*

## ***SPECIFIC HOMELESS PREVENTION ELEMENTS***

The Homelessness Housing and Assistance Act (ESSHB 2163 - 2005) requires each county to conduct an annual point in time count of sheltered and unsheltered homeless persons in Washington State (See RCW 43.185C.030) in accordance with the requirements of the U.S. Department of Housing and Urban Development (HUD). The count of individuals reported homeless in 2013 was 561. Of this amount, 387 are living with family or friends, 32 are chronically homeless, 78 are sheltered and 64 are unsheltered.<sup>3</sup> Funding sources utilized, (other than CDBG and HOME), to assist Benton and Franklin county providers include Section 8, McKinney-Vento Homeless Assistant Act Funds, and local funds from document recording fees (SHB 2060 and ESSHB 2163). An inventory of facilities and services for homeless populations in Benton and Franklin Counties is provided below.<sup>4</sup>

### ***Singles***

The availability of services to single homeless individuals varies depending upon their specific need. Shelter services are more accessible for single men than women in the bi-county area, primarily due to the fact that the local homeless shelter has dormitory beds available for men. Single women have only the shelter's family unit available when it is not already full. Emergency shelter beds via motel vouchers are also available from the Salvation Army and the Benton-Franklin CAC. Tri-City Union Gospel Mission provides 18,370 bed nights. While availability of hot meals is primarily limited to the local Tri-City Union Gospel Mission, assistance with food, emergency food stamps, clothing, hygiene, blankets and other essential items is usually available through several local service organizations and provided through the Department of Social and Health Services (DSHS). Recovering addicts are housed throughout the 11 Oxford Houses of WA. There is currently only two available for women with children, one for women only and nine

<sup>3</sup> <http://www.commerce.wa.gov/Programs/housing/Homeless/Pages/Annual-Point-In-Time-Count.aspx>

<sup>4</sup> Home Base, A Continuum of Care System for Benton & Franklin Counties



transitional houses for men operating in the Tri-Cities, providing housing for ninety-one individuals. Elijah House also provides clean and sober living at three locations for 48 men. Benton Franklin CAC, in partnership with the Salvation Army provides approximately 2,746 emergency bed nights per year. The “Home Base Connections” Jail Release Program; provides 68 Benton and Franklin county inmates with transitional housing options with intensified wrap-around case management services yearly. These are currently available for emergency homeless housing to address a demand at twice that figure. This is a three year pilot program sponsored and funded by the Washington State Department of Commerce, (DOC), Benton County, Franklin County, and Benton Franklin CAC through the Homeless Grant Assistance Program (HGAP) and Home Base Connections.

### ***Families***

Limited shelter for families is available at the Tri-City Union Gospel Mission. Family shelter is also provided via motel vouchers at the Salvation Army and Benton Franklin CAC and, if applicable, at the local domestic violence shelter providing 3,505 bed nights for families with children. Domestic Violence Services of Benton and Franklin Counties (DVS) have 35 beds available for victims of domestic violence and provide 4,000 bed nights per year. Elijah Family Homes provides rental assistance and supportive services to families with dependent children who do not qualify for public housing. Currently, there are six families and twenty children being served. Elijah Family Homes expects to be able to provide this type of transitional housing for two additional families in 2014 in Pasco.

Homeless prevention includes assistance with eviction and first month’s rent, and is available through these same agencies. Food, clothing, utility assistance, hygiene, blankets and other necessities are also available though Benton Franklin CAC, other local social service agencies, and DSHS. Transitional housing is extremely limited and is available only to specific targeted populations. Benton Franklin CAC has 45-50 units through Tenant Based Rental Assistance (TBRA), and 4-6 units through Transitional Housing Operating Rents (THOR).

### ***Youth***

The system reaching out to the youth of the community is extremely limited in resources and, as a result, also in scope. There are few programs for at-risk youth operating in the area. Unaccompanied youth usually come into the system via an event, such as an overdose, police referral, juvenile justice system referrals, or issues surrounding schools. The Benton and Franklin Counties Crisis Response Unit (CRU) offer assessment and emergency referral to outpatient services, the Department of Children and Family Services (DCFS) or other services. Placement is a major issue as there are no beds designated for youth.

### ***Chronically Mentally Ill***

In addition to private-pay systems, there is a publicly funded mental health system in Benton and Franklin counties. Outreach, eligibility, and referrals are conducted through or in cooperation with a resource manager housed at the CRU in Kennewick. The shortage of permanent, affordable housing has resulted in inappropriate over-utilization of transitional and residential treatment facilities. The CRU has access to eight beds for crisis respite at Cullum House, which is operated by Lourdes Counseling Center and owned by Richland Housing Authority. One community-based crisis bed is available by referral for individuals who are both developmentally disabled and mentally ill. It is managed in a cooperative agreement between the CRU, Department of Developmental Disabilities (DDD), and Tri City Residential Services. The Benton and Franklin Counties Crisis Response Unit also provides motel vouchers as needed during assessment, resulting in additional expense. The Benton and Franklin Counties Department of Human Services (DHS) Transitional Living Program provides twenty beds for up to six months for homeless individuals who are chronically mentally ill. Additionally, DHS administers the local Shelter Plus Care Program, a permanent supportive housing program for homeless individuals who are chronically mentally ill, serving



approximately eight individuals and their families. Benton Franklin CAC's Home Choices grant provides housing for 47 chronically homeless individuals who are mentally ill. Their Bateman House II program provides permanent housing for 22 chronically homeless mentally ill individuals annually. Additionally, "Bateman House I" provides housing for 18 chronically homeless individuals who are disabled and recovering from substance abuse.

### ***Chronic Substance Abusers***

In addition to private pay systems, there is a publicly funded chemical dependency system in Benton and Franklin Counties. Eligibility is determined at the Benton and Franklin Counties Substance Abuse Assessment Center, co-located with the mental health CRU in Kennewick. Outreach, referral, and outpatient treatment services are provided by for-profit agencies under contract with the Benton and Franklin Counties DHS. Residential resources for chronic substance abusers are limited to private beds provided by the Oxford House groups. The Benton and Franklin Counties Detoxification Center is a 12-bed social detoxification facility located in Pasco. Triumph Treatment Services operates Casita del Rio, a residential treatment facility for women in the Tri-Cities. This facility operates two programs under one roof (28 day inpatient and six month residential). The Triumph Treatment Services residential treatment facility for men is located in Buena, Washington. Treatment services are available subject to eligibility, referral, and bed availability at state licensed facilities outside the counties.

### ***Dually Diagnosed Mentally Ill Chemical Abuse (MICA)***

Lourdes Counseling Center is providing some outpatient case-managed services to the MICA population and has a small MICA group that serves at no charge to the public system. Residential support aspects are limited to case management.

### ***Developmentally Disabled***

Intake and eligibility are determined following application through the State Division of Developmental Disabilities (DDD). There is a field office in Kennewick. Residential and personal support services are provided under state and regional contracts administered by DDD either locally or through the regional offices in Yakima. Adult employment, health and community access services are provided under county contracts administered by Benton Franklin DHS. DDD case managers are assigned to eligible people and agencies through contracts negotiated by the case managers or the counties. Caseload is currently approaching 1,200 and is growing by nearly 100 cases annually.

### ***HIV/AIDS***

The Hospice Center provides housing and services for those reaching the final stages of their illness. Due to funding shortages, Tri City Chaplaincy advocacy and case management services for this population is no longer available. The Kennewick Housing Authority has a long term housing assistance voucher program through REACH for this population in this region.

### ***Victims of Domestic Violence***

The Domestic Violence Services of Benton and Franklin Counties (DVS) operate a confidential women's shelter. The shelter is a 7-bedroom home, with 35 beds available to victims fleeing domestic violence. DVS provides food, clothing, hygiene products, household items, blankets and other necessities as needed and available. DVS offers support groups both in the shelter and in the administrative offices for the community at large. DVS provides rental assistance/eviction prevention funds. These funds are limited. There is an estimated demand of at least double of the current funding level. The Safe Harbor Crisis Nursery operates a shelter for abused infants and children, which is used by public service agencies for emergency placement prior to placement in foster care.



### ***Veterans***

Benton Franklin CAC coordinates the administration of Federal Emergency Management Agency (FEMA) grant funds, homeless child care, Emergency Shelter Grants (ESG), the Emergency Shelter Assistance Program, emergency housing and homelessness prevention funds in the bi-county area. While these services serve veterans as well as other members of the population that qualify, the Department of Veteran's Affairs (VA) is focused solely on the priority needs of veterans in the Tri-Cities. The Richland Community Based Outpatient Clinic provides primary medical and mental health care with full-time staff. The clinic contracts locally in the community and surrounding area for stat lab & x-ray, and pharmacy. The clinic has three full-time medical providers (two MD's and one PA), one psychologist and will soon add a part-time social worker.

### ***Summary of Strategy***

The City of Pasco will continue to be an active member of the Benton Franklin Home Base Program cooperating with and providing assistance to government agencies, nonprofit organizations, housing developers, social service providers, and continuum of care providers for planning, implementing, and evaluating efforts to meet transitional and permanent housing needs and reduce the incidence of homelessness within the Kennewick-Richland-Pasco MSA.

### ***EMERGENCY SHELTER GRANTS (ESG)***

The City of Pasco does not receive ESG funds.

## **COMMUNITY DEVELOPMENT**

### ***ECONOMIC DEVELOPMENT ACTIVITIES***

Economic Development efforts and diversification from Hanford employment is a high priority in the Tri-Cities. Specific actions will be undertaken in 2014 for recruitment and retention of businesses to provide livable wage jobs for Tri-Cities citizens, and expand economic opportunities for lower income persons. The City of Pasco has developed a neighborhood plan for selected areas in Pasco to assist in improving one of the older sections of Pasco. To assist in providing economic and housing benefits to lower income persons in this area, two economic development activities are planned for 2014 totaling \$65,000, approximately 10% of available CDBG funding (Census Tract 202).

#### **Pasco Specialty Kitchen (\$50,000)**

The Pasco Specialty Kitchen is a business incubator that offers business space as well as technical services for food related micro-enterprises. Businesses using this facility are usually in the startup phase and have limited capital. The space is available 24 hours a day to businesses. Technical services offered by the kitchen include, but are not limited to, licensing, insurance needs, labeling, permits needed, training and business plan development. In 2014, it is estimated that \$50,000 will be utilized to provide technical assistance to primarily low to moderate income micro-enterprises to create 12 jobs that will be available to or held by low moderate income persons. The kitchen is located at 110 N 4<sup>th</sup> Avenue.

#### **Façade Improvement Program (\$15,000)**

CDBG funds are requested to support business to continue downtown façade improvements anticipated for 2014 (Census Tract 202). It is estimated that one business will be assisted with façade improvements.



<b>GOAL I – IMPROVE ECONOMIC OPPORTUNITIES</b>					
<i><b>Desired Outcome:</b> Lower income residents obtain or retain living wage jobs.</i>					
<i><b>Goal/ Strategy/ Objective</b></i>	<i><b>Name/Project</b></i>	<i><b>Amount Recommended</b></i>	<i><b>Performance Objective</b></i>	<i><b>Performance Outcome</b></i>	<i><b>Indicator</b></i>
I/1-4	Pasco Specialty Kitchen-DPDADPDA	\$50,000	Economic Opportunities	Availability / Accessibility	14 jobs created (LMJ)
I/5	Façade Improvement Program – DPDA	\$15,000	Economic Opportunity	Availability/ Accessibility	1 job created (LMJ)

## ***PUBLIC SERVICES***

Three public service projects in the City of Pasco for 2014 are expected to use CDBG funds totaling \$70,000, approximately 10% of funds expected to be available. Public service projects are subject to a 15% cap. These projects will provide priority public services at three centers, and have been developed to serve youth and elderly residents on a year round basis. They are located in low to moderate income neighborhoods of the City.

### **Civic Center Activities (\$20,000)**

The Administrative & Community Services Department funds a full time staff person to manage recreation and educational programs at the Civic Center Activity Building. The majority of these programs serve area youth (pre-school through school age). Programs are offered during the school year and summer and target “at-risk” youth. Most of the participants walk to the facility, which is located in a low to moderate income neighborhood (Census Tract 202).

### **Martin Luther King Center Activities (\$20,000)**

The Administrative & Community Services Department partially funds a full time staff person to manage youth programs at the Martin Luther King (MLK) Community Center. The MLK Center, located in a low income neighborhood, provides a range of recreational and educational opportunities for area youth. The highest concentrations of minority students live in the neighborhoods around the MLK Center. Programs are coordinated with the YMCA, Salvation Army, and Campfire USA (Census Tract 201).

### **Senior Center Activities (\$30,000)**

The Administrative & Community Services Department partially funds a full time staff person to manage senior programs at the Pasco Senior Center. These services are offered to all Senior’s residing in Pasco. Senior Center participants that benefit most from the services include limited-English speaking, and non-English speaking elderly or disabled persons living alone. Services include health care needs, nutrition education, and leisure activities. Programs offered at the center are also taken into the community close to where the participants reside (Census Tract 202).

<b>GOAL V – PROVIDE PRIORITY PUBLIC SERVICES</b>					
<i>Desired Outcome: Lower income residents have access to priority public services.</i>					
<i>Goal/ Strategy/ Objective</i>	<i>Name/Project</i>	<i>Amount Recommended</i>	<i>Performance Objective</i>	<i>Performance Outcome</i>	<i>Indicator</i>
V/2	Civic Center	\$20,000	Suitable Living Environment	Availability / Accessibility	298 low-mod income persons (LMC)
V/2	Youth Civic Center	\$20,000	Suitable Living Environment	Availability / Accessibility	3500 of low-mod income persons (LMC)
V/2	Senior Center	\$30,000	Suitable Living Environment	Availability / Accessibility	1500 elderly persons (LMC)

## ***COMMUNITY INFRASTRUCTURE AND PUBLIC FACILITIES***

It is sometimes too easy to look at a community's capital needs on an item-by-item basis without fully addressing the tradeoff or true costs. Because the sources of money necessary for capital expenditures are always limited, the emergence of one funded project means the setback for another important project. The loss of another needed budget item exacts a price, whether it is social or physical. However, care needs to be taken to avoid the tendency to be overly optimistic about a community's expected growth and to anticipate or forecast development of industry, commerce and housing areas for some "ultimate" state of growth. Capital improvement projects are to be based upon the needs of the community and are to be consistent with, and promote the City's Comprehensive Plan. Projects may range from routine street overlays or the replacement of several valves in the water system, to construction of a baseball stadium.

In Pasco, CDBG activities which are part of the infrastructure in the City receive more than the regular review process to determine the value rating to the citizens living in Pasco, particularly living in the low to moderate income neighborhoods. In these neighborhoods, bricks and mortar projects which result in physical improvements are identified as a high priority need. In 2014, public facilities and community infrastructure projects together will total \$300,000. Two community infrastructure projects and one public facility improvement will utilize 46% of funds available.

### **ADA Improvements (\$100,000)**

CDBG funds are requested to Improve access for persons with disabilities and the elderly by improving streets and sidewalk systems. Approximately 20 handicap access ramps will installed for accessibility.

### **Memorial Park Improvements –Shelter & ADA Path (\$100,000)**

CDBG funds are requested to improve Memorial Park with a shelter and ADA accessible walking path to complement the first completely wheelchair accessible playground in the city.



#### **Fourth and Pearl Family House Street Improvements (\$100,000)**

CDBG funds are requested to expand or improve basic community infrastructure in the Fourth and Pearl Family Housing project. Infrastructure improvements will include sewer, street, curb, gutter and sidewalk improvements in Census Tract 202, Block Group 1 on Fourth and Pearl Streets.

#### **Richardson Park Improvements –Basketball Court & Picnic Shelter (\$64,000)**

CDBG funds are requested to complete the Richardson Park improvement project by constructing an additional outdoor basketball court and install a picnic pavilion to replace the demolished aging pool.

<b>GOAL II/III – PROVIDE PRIORITY COMMUNITY INFRASTRUCTURE &amp; PUBLIC FACILITY IMPROVEMENTS</b>					
<i>Desired Outcome: Lower income residents have access to priority public facilities.</i>					
<i><b>Goal/ Strategy/ Objective</b></i>	<i><b>Name/Project</b></i>	<i><b>Amount Recommended</b></i>	<i><b>Performance Objective</b></i>	<i><b>Performance Outcome</b></i>	<i><b>Indicator</b></i>
II/1	ADA Improvements	\$100,000	Suitable Living Environment	Availability / Accessibility	1 Community Infrastructure Improvement 20 Ramps Installed
II/1	Fourth And Pearl Family Housing Street Improvements	\$100,000	Suitable Living Environment	Availability / Accessibility	1 Community Infrastructure Improvement 1,876 people have access to improved infrastructure
III/2	Memorial Park Shelter Remodel and ADA Path	\$100,000	Suitable Living Environment	Availability / Accessibility	1 Community Infrastructure Improvement 1 Public Facility Improved, 5640 beneficiaries
III/2	Richardson Park Improvements	\$64,000	Suitable Living Environment	Availability / Accessibility	1 Community Infrastructure Improvement 1 Public Facility Improved, 4998 beneficiaries

#### ***ANTIPOVERTY STRATEGY***

Several activities will be undertaken in 2014 to decrease cost-burdens for lower income people such as the various housing programs offered by the City of Pasco and the Tri-Cities HOME Consortium, the Local Improvement District (LID) Assistance Program, life skills training, and various public/social service

programs. The City of Pasco supports economic development projects that will create jobs or provide education or training to enable people to become self-sufficient and have an opportunity to work at living wage jobs. The City of Pasco utilizes Neighborhood Improvement Plans to inventory and designate neighborhoods for revitalization. In addition, the City of Pasco will once again resume the application process for designation by HUD of the Pasco Neighborhood Revitalization Strategy Area (NRSA). This should increase the ability to impact the lives of lower income residents who reside in designated neighborhoods, and promote these areas as a desirable place to live with connectivity to other neighborhoods in the City of Pasco.

The City of Pasco will continue to provide support for very low income seniors and disabled households by reducing their water bills. Discounts for electricity and refuse are also offered by Franklin County Public Utility District (PUD) and Basin Disposal. The City will continue housing programs such as the Owner-Occupied Rehab Program, Down Payment Assistance Program, and the Infill Homeownership Program. Pasco also continues to assist in funding various public/social service programs that meet basic needs of lower income or special needs populations. The City continues to support efforts in the community to create job opportunities that pay living wage rates and provide training opportunities to reduce poverty.

The City of Pasco will continue to support the efforts of various non-profit agencies, housing authorities and CHDO's to provide affordable housing opportunities for special needs populations. Rehabilitation priority is given by the City of Pasco and by Benton Franklin CAC Energy Efficient Healthy House Program to those homes occupied by frail elderly or disabled homeowners and renters. 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.

## **NON-HOMELESS SPECIAL NEEDS HOUSING**

### ***NON-HOMELESS SPECIAL NEEDS***

The City of Pasco partners with and supports various housing efforts of local non-profit and public housing agencies with respect to supportive needs of non-homeless as opportunities arise. Many resources responding to the needs of the homeless and non-homeless are identified in, "Home Base Connections", a resource guidebook for low income and homeless persons. More community resources and services can be accessed by calling "***2-1-1 Get Connected***" and on the internet at [www.4people.org](http://www.4people.org).

The City of Pasco will continue to support the efforts of various non-profit agencies, housing authorities and Community Housing Development Organizations (CHDO) to provide affordable housing opportunities for special needs populations. Priority is given by Benton Franklin CAC Energy Efficient Healthy House Program to those homes occupied by frail elderly or disabled homeowners and renters. City staff will be available to assist in identifying potential funding sources, provide technical assistance within staff capacity, and remain receptive to forming partnerships with other entities to assure vulnerable populations are able to reside in decent, safe housing.

Medical, dental and self-help housing are provided to the elderly and low to moderate income persons by La Clinica of Pasco. CHDO funding is offered to this organization on a regular basis, primarily in the area of housing. The Pasco Senior Center has a foot care program for the elderly, in addition to health screening and nutrition programs.



## ***REDUCE THE INCIDENCE OF HOMELESSNESS***

The City of Pasco continues to support Benton Franklin DHS, lead agency responsible for implementation of the 10-Year Homeless Housing Plan to reduce homelessness by 50% within the next 10 years. Pasco will continue to support efforts of non-profit and housing agencies to apply for McKinney-Vento, THOR, and other resources to assist homeless families and individuals with finding transitional and permanent housing.

City of Pasco staff will continue to be involved in Continuum of Care planning efforts undertaken by Benton Franklin Home Base members to implement the "Benton and Franklin County 10-Year Plan to Reduce Homelessness by Fifty Percent". Pasco will continue to encourage cooperation and sharing of information to identify existing resources that might be available to meet the needs of the homeless, or those at risk of becoming homeless.

## ***HOUSING OPPORTUNITIES FOR PEOPLE WITH AIDS (HOPWA)***

The City of Pasco and the Tri-Cities HOME Consortium does not receive HOPWA funds.

## **OTHER NARRATIVE**

### ***FAIR HOUSING***

#### **Fair Housing and Equal Opportunity**

The City of Pasco will distribute the pamphlet "I Can Choose Where I Live. What You Should Know About Your Housing Rights" to households in English and Spanish languages. The pamphlets "Fair Housing Equal Opportunity for All" and "Are You a Victim of Housing Discrimination?" in English and Spanish will be available for distribution at Pasco City Hall. Workshops for community partners such as lenders, realtors, and contractors will be offered throughout the year for those participating in the Community Housing Improvement programs. The City of Pasco, will team with the community partners to sponsor a Fair Housing workshop to increase knowledge of fair housing rules and responsibilities. This workshop will be offered in the Tri-Cities in 2014.

Pasco will participate in housing events wherein the major questions deal with housing issues. In all of the CDBG HOME and NSP construction contracts, Pasco will pass down to subrecipients for contractors the requirements of providing opportunity for involvement to women, minorities, and employment of low to moderate income persons.

The majority of projects funded by CDBG or HOME dollars do not exceed the threshold for Section 3 requirements. However, language is included in each contract regarding Section 3 requirements, and contractors are encouraged to provide job training and employment opportunities to lower income residents should an opportunity arise during the course of construction on a project. The City plans to develop a policy to encourage minority and women owned business enterprises to participate and bid on federally funded projects through bid or procurement advertisements, and direct mailings.



## **APPENDIX A – MAPS & HUD TABLE 3**

**Figure 2: Below Poverty Level**

**CPD Maps**  
**Consolidated Plan and Continuum of Care Planning Tool**

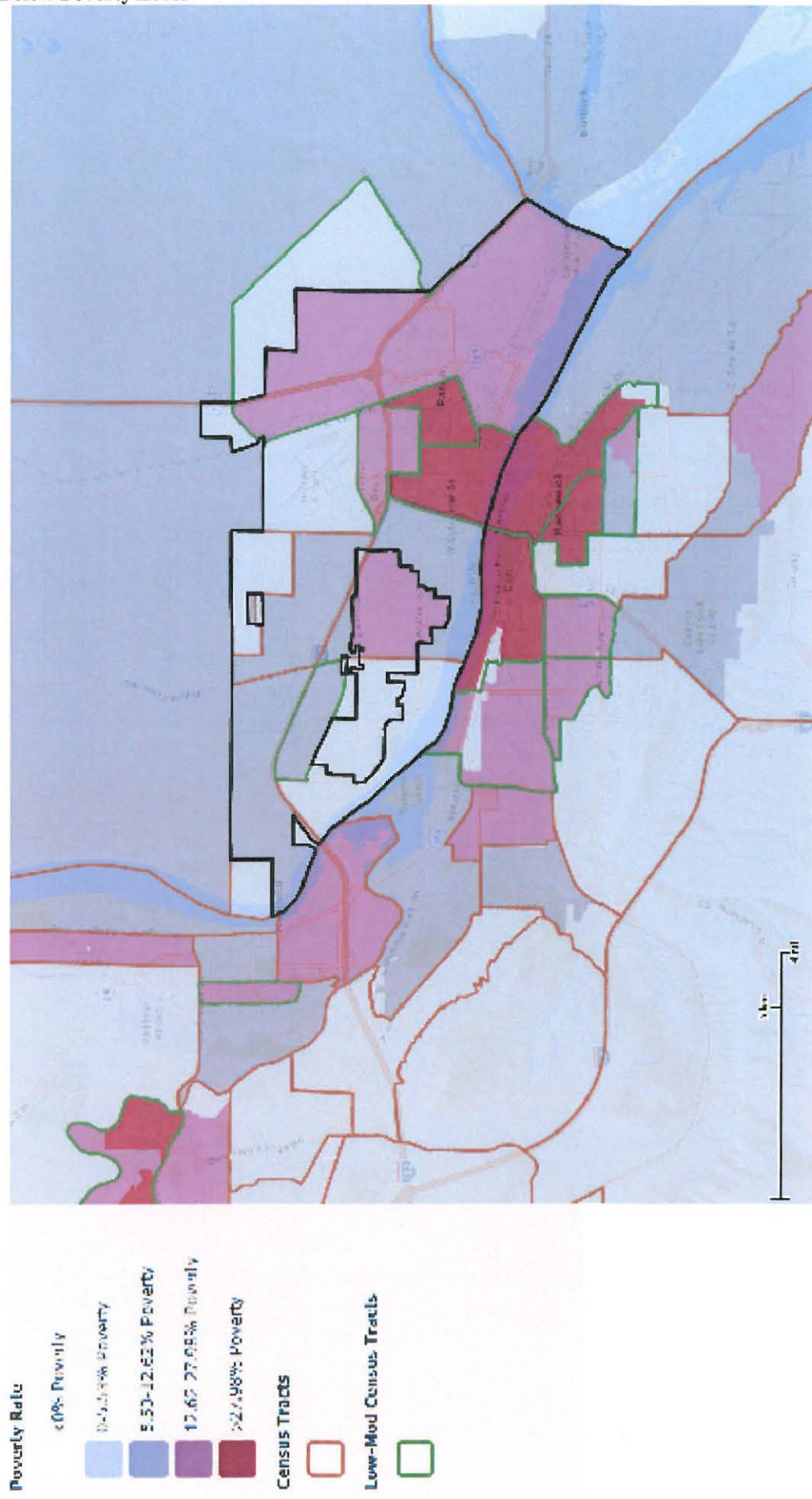
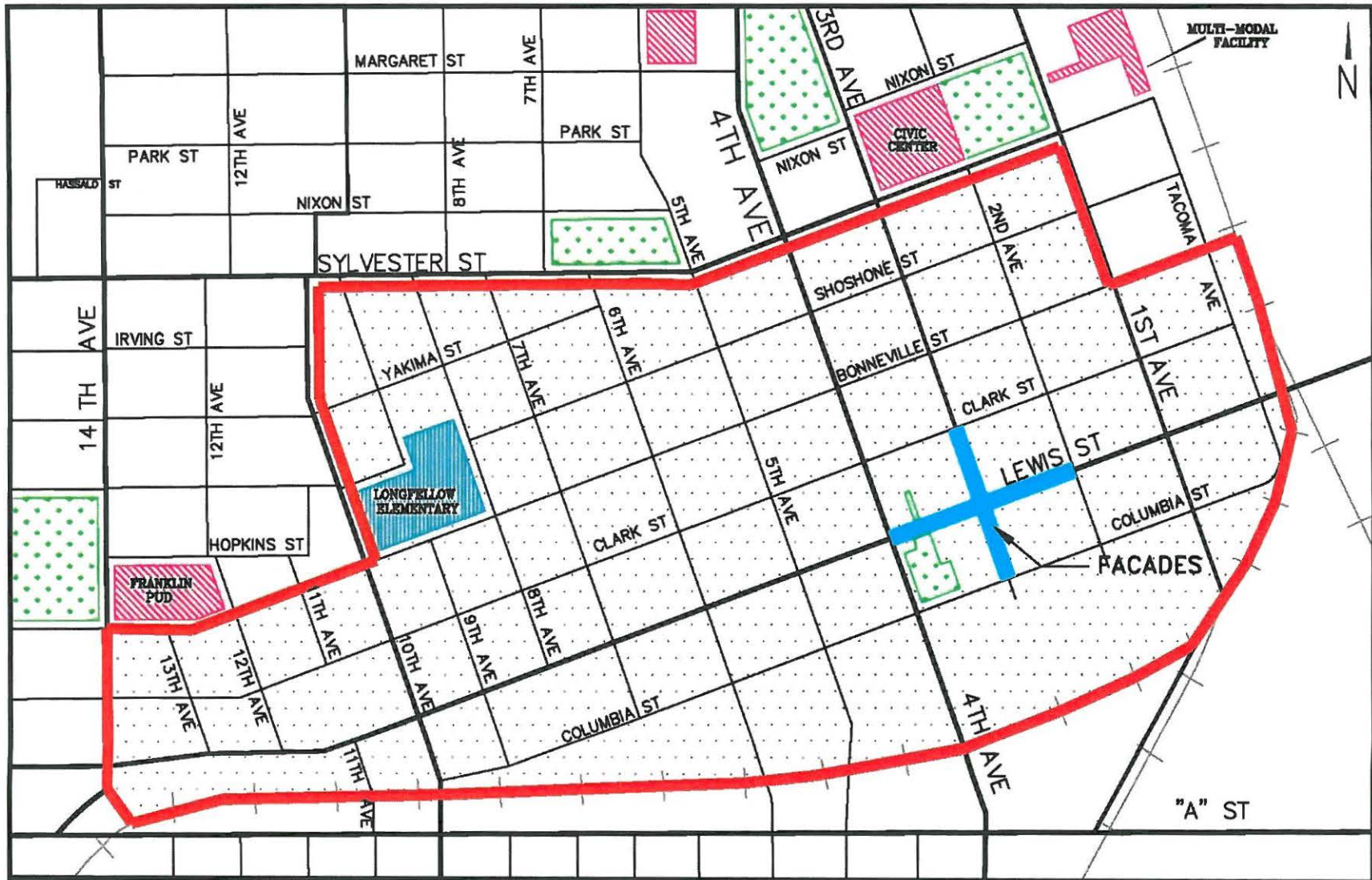




Figure 3: Downtown Revitalization Area



CITY of PASCO  
DOWNTOWN NEIGHBORHOOD REVITALIZATION STRATEGY AREA

Table 1: CDBG Fund Summary

RECIPIENT	ACTIVITY / AGENCY NAME	NonCDBG Match	Agency Requested	City Council Approval	Goal Strat Obj
City of Pasco-Community & Economic Development	CDBG Program Administration	\$0.00	\$120,000.00	\$120,000.00	
City of Pasco-Administrative & Community Services	Martin Luther King Community Center Recreation Specialist	\$100,500.00	\$37,500.00	\$20,000.00	V.2
City of Pasco-Administrative & Community Services	Civic Center -Youth Recreation Specialist	\$45,500.00	\$37,500.00	\$20,000.00	V.2
City of Pasco-Administrative & Community Services	Senior Citizen's Center Recreation Specialist	\$200,500.00	\$37,500.00	\$30,000.00	V.2
Downtown Pasco Development Authority	Pasco Specialty Kitchen – Commercial Kitchen Incubator	\$44,200.00	\$60,000.00	\$50,000.00	I.1-5
Downtown Pasco Development Authority	Downtown Façade Improvement Program	\$15,000.00	\$60,000.00	\$15,000.00	I.5
Benton Franklin CAC	Community Housing Improvement Minor Rehab Program	\$5,000.00	\$50,000.00	\$50,000.00	IV.2
Catholic Family & Child Services-Pasco	Catholic Family Volunteer Chore Services Wheelchair Ramps (7)	\$65,500.00	\$4,000.00	\$3,129.00	IV.2
City of Pasco-Administrative & Community Services	Memorial Park Shelter Remodel & ADA Path	\$0.00	\$100,000.00	\$100,000.00	III.2
City of Pasco-Community & Economic Development	Code Enforcement Officer	\$147,000.00	\$48,000.00	\$48,000.00	IV.2
City of Pasco-Public Works	ADA Improvements	\$250,000.00	\$250,000.00	\$100,000.00	II.2
Pasco Housing Authority	Fourth and Pearl Family Housing Infrastructure Improvements	\$7,852,457.00	\$250,000.00	\$100,000.00	II.1
City of Pasco-Administrative & Community Services	Richardson Park Improvements	\$10,000	\$102,000.00	\$64,000.00	III.2
		\$8,735,657.00	\$1,156,500.00	\$720,129.00	

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

**Jurisdiction's Name:** City of Pasco, 525 North 3<sup>rd</sup> Avenue, Pasco, WA 99301

**Priority Need:** Goal All/Strategy All, Program Administration

**Project Title:** CDBG Program Administration

**Project Description:**

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 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.

**Objective category:** Suitable Living Environment

**Outcome category:** Availability/Accessibility

**Location/Target Area:**

525 N Third Avenue, Pasco, WA 99301

**The primary purpose of the project is to help:**

☐ the Homeless

☐ Persons with HIV/AIDS

☐ Persons with Disabilities

☐ Public Housing Needs

**CDBG**

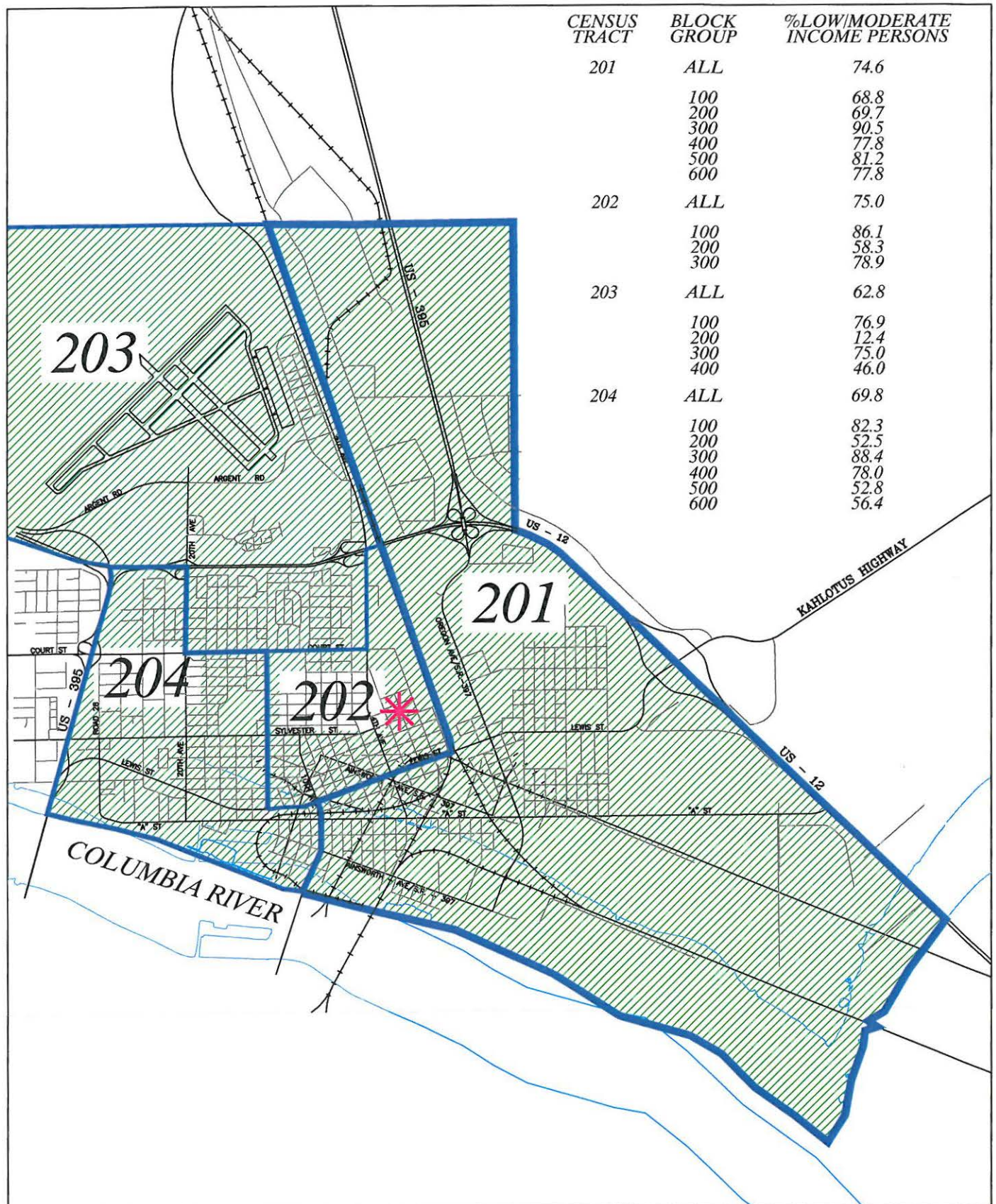
<b>Objective Number</b> SLE-1-1	<b>Project ID</b> 0001
<b>HUD Matrix Code</b> 21A-General Program Administration	<b>CDBG Citation</b> 570.206
<b>Type of Recipient</b> City	<b>CDBG National Objective</b> N/A-570.205
<b>Start Date (mm/dd/yyyy)</b> 1/1/2014	<b>Completion Date (mm/dd/yyyy)</b> 12/31/2014
<b>Performance Indicator</b> 1 - People	<b>Annual Units</b> 54116
<b>Local ID</b> 01	<b>Units Upon Completion</b> 54116

**Funding Sources:**

CDBG	\$83,288.00
Other Funding	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	\$36,712.00
Assisted Housing	
PHA	
ESG	
Total	\$120,000.00



# Program Administration



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

**Jurisdiction's Name:** City of Pasco, 525 North 3<sup>rd</sup> Avenue, Pasco, WA 99301

**Priority Need:** Goal V/Strategy V.2, Support Priority Public Services

**Project Title:** Civic Center -Youth Recreation Specialist

**Project Description:**

CDBG funds provide a portion of the salary and benefits for recreation specialist at the Youth Civic Center. This facility's program is to provide recreation programs for youth at risk and families in low-to-moderate income Census Tract (202).

**Objective category:** Suitable Living Environment

**Outcome category:** Availability/Accessibility

**Location/Target Area:**

525 N Third Avenue, Pasco, WA 99301 (CT 202)

**The primary purpose of the project is to help:**

☐ the Homeless

☐ Persons with HIV/AIDS

☐ Persons with Disabilities

☐ Public Housing Needs

**CDBG**

<b>Objective Number</b> SLE-1-2	<b>Project ID</b> 0002
<b>HUD Matrix Code</b> 05D-Youth Services	<b>CDBG Citation</b> 570.201(e)
<b>Type of Recipient</b> City	<b>CDBG National Objective</b> LMA-570.208(a)(1)
<b>Start Date (mm/dd/yyyy)</b> 1/1/2014	<b>Completion Date (mm/dd/yyyy)</b> 12/31/2014
<b>Performance Indicator</b> 2 - Youth	<b>Annual Units</b> 300
<b>Local ID</b> 02	<b>Units Upon Completion</b> 300

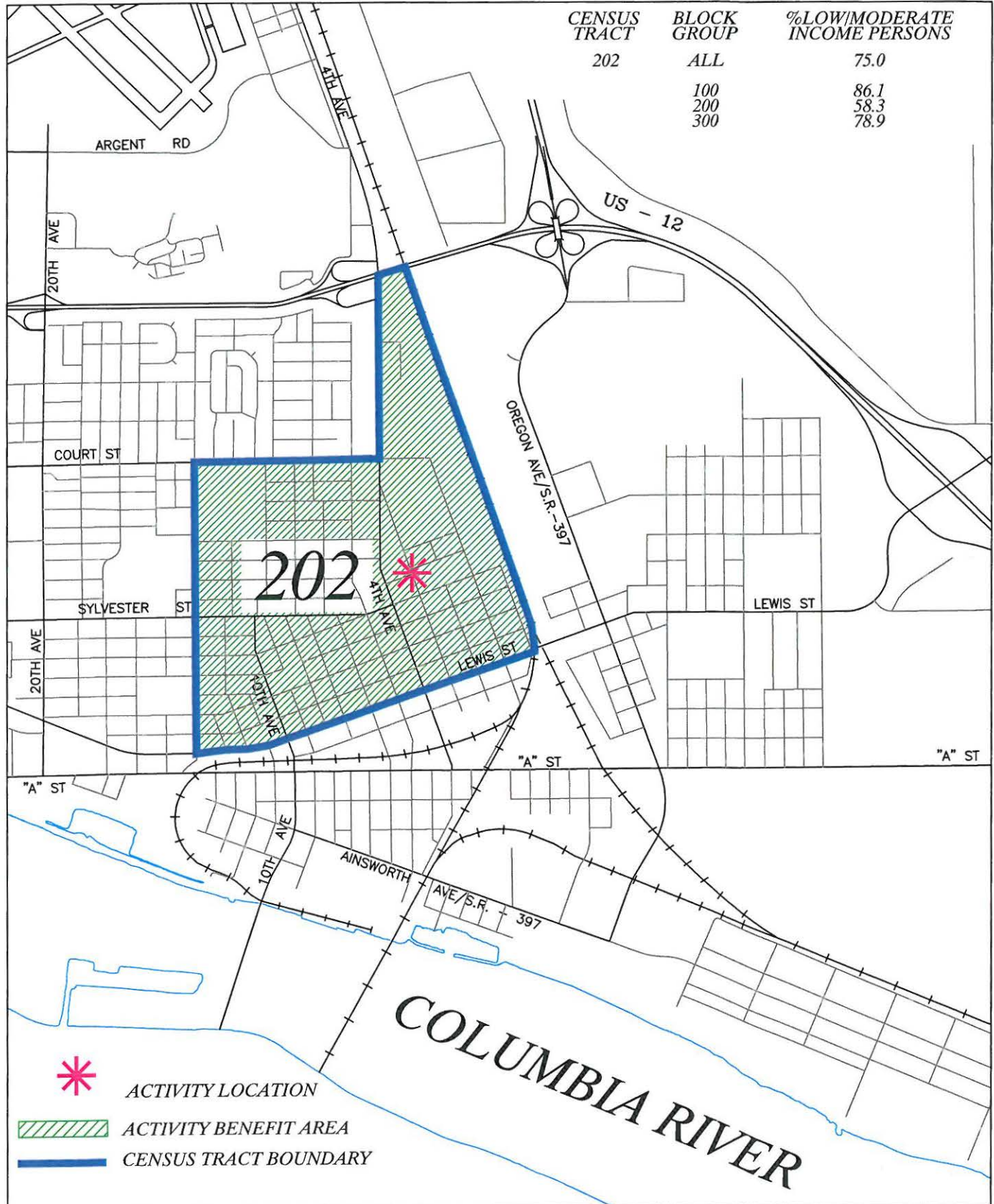
**Funding Sources:**

CDBG	\$20,000.00
Other Funding	\$45,500.00
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
ESG	
Total	\$65,500.00



# CIVIC CENTER ACTIVITY

CENSUS TRACT	BLOCK GROUP	%LOW/MODERATE INCOME PERSONS
202	ALL	75.0
	100	86.1
	200	58.3
	300	78.9



ACTIVITY LOCATION



ACTIVITY BENEFIT AREA



CENSUS TRACT BOUNDARY

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

**Jurisdiction's Name:** City of Pasco, 525 North 3<sup>rd</sup> Avenue, Pasco, WA 99301

**Priority Need:** Goal V/Strategy V.2, Support Priority Public Services

**Project Title:** Martin Luther King Community Center Recreation Specialist

**Project Description:**

CDBG funds provide a portion of the salary and benefits for recreation specialist at the Martin Luther King Center. This facility's program is coordinated with the YMCA, Salvation Army and Campfire USA, who all collaborate to provide education and physical activities to school age children.

**Objective category:** Suitable Living Environment

**Outcome category:** Availability/Accessibility

**Location/Target Area:**

205 South Wehe, Pasco, WA 99301 (CT 201)

**The primary purpose of the project is to help:**

☐ the Homeless

☐ Persons with HIV/AIDS

☐ Persons with Disabilities

☐ Public Housing Needs

**CDBG**

<b>Objective Number</b> SLE-1-3	<b>Project ID</b> 0002
<b>HUD Matrix Code</b> 05D-Youth Services	<b>CDBG Citation</b> 570.201(e)
<b>Type of Recipient</b> City	<b>CDBG National Objective</b> LMA-570.208(a)(1)
<b>Start Date (mm/dd/yyyy)</b> 1/1/2014	<b>Completion Date (mm/dd/yyyy)</b> 12/31/2014
<b>Performance Indicator</b> 1 - People	<b>Annual Units</b> 600
<b>Local ID</b> 03	<b>Units Upon Completion</b> 600

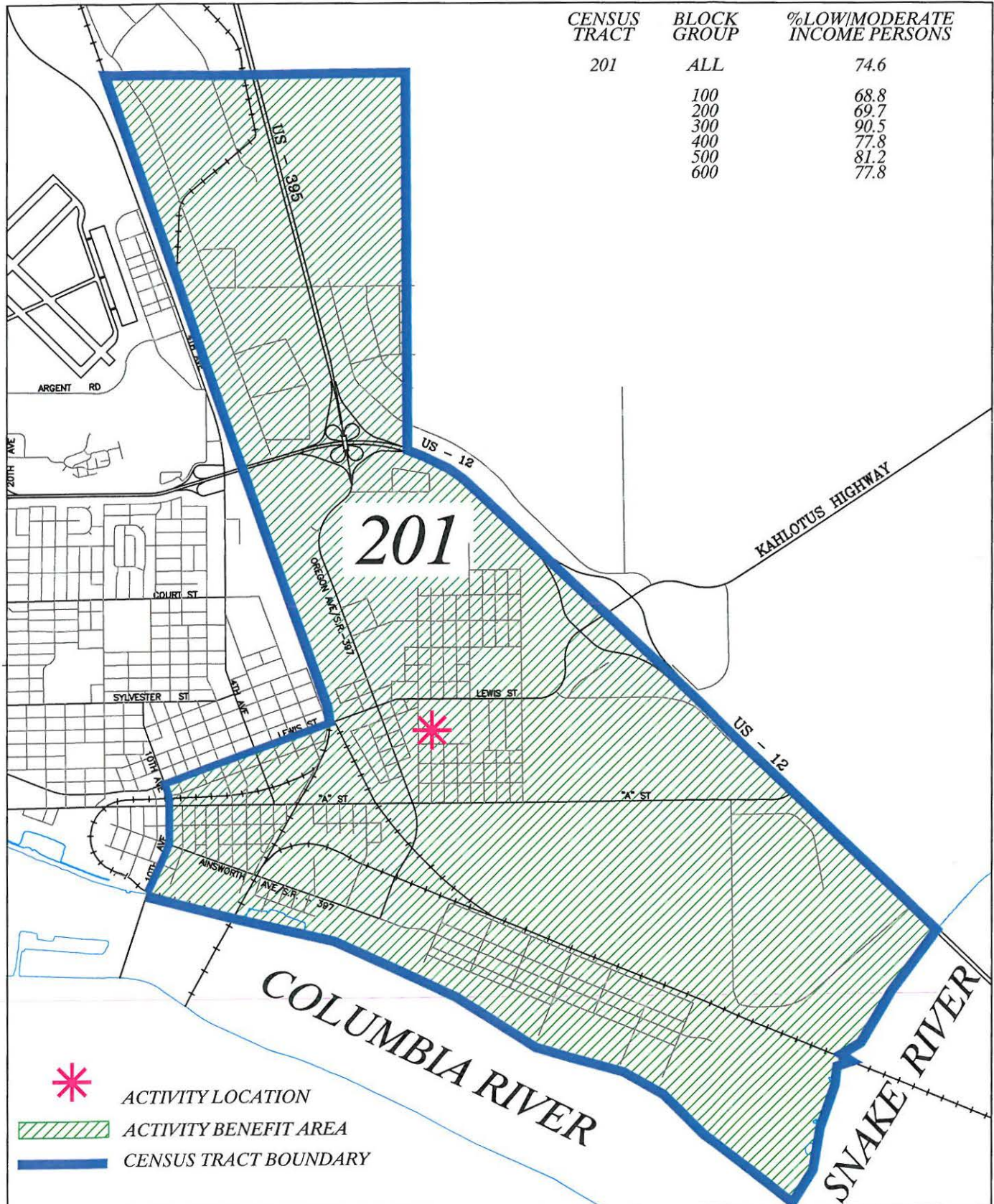
**Funding Sources:**

CDBG	\$20,000.00
Other Funding	\$100,500.00
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
ESG	
Total	\$120,500.00



# MARTIN LUTHER KING JR. CENTER ACTIVITY

CENSUS TRACT	BLOCK GROUP	%LOW/MODERATE INCOME PERSONS
201	ALL	74.6
	100	68.8
	200	69.7
	300	90.5
	400	77.8
	500	81.2
	600	77.8





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

**Jurisdiction's Name:** City of Pasco, 525 North 3<sup>rd</sup> Avenue, Pasco, WA 99301

**Priority Need:** Goal V/Strategy V.2, Support Priority Public Services

**Project Title:** Senior Citizen's Center Recreation Specialist

**Project Description:**

CDBG funds provide a portion of the salary and benefits for recreation specialist to oversee and operate program at Pasco's senior center. This facility's program provides supervision and leadership necessary for programs serving the elderly of Pasco with support services, nutrition, health and living skills support.

**Objective category:** Suitable Living Environment

**Outcome category:** Availability/Accessibility

**Location/Target Area:**

1315 North 7th, Pasco (CT 201,202,203,204)

**The primary purpose of the project is to help:**

☐ the Homeless

☐ Persons with HIV/AIDS

☐ Persons with Disabilities

☐ Public Housing Needs

**CDBG**

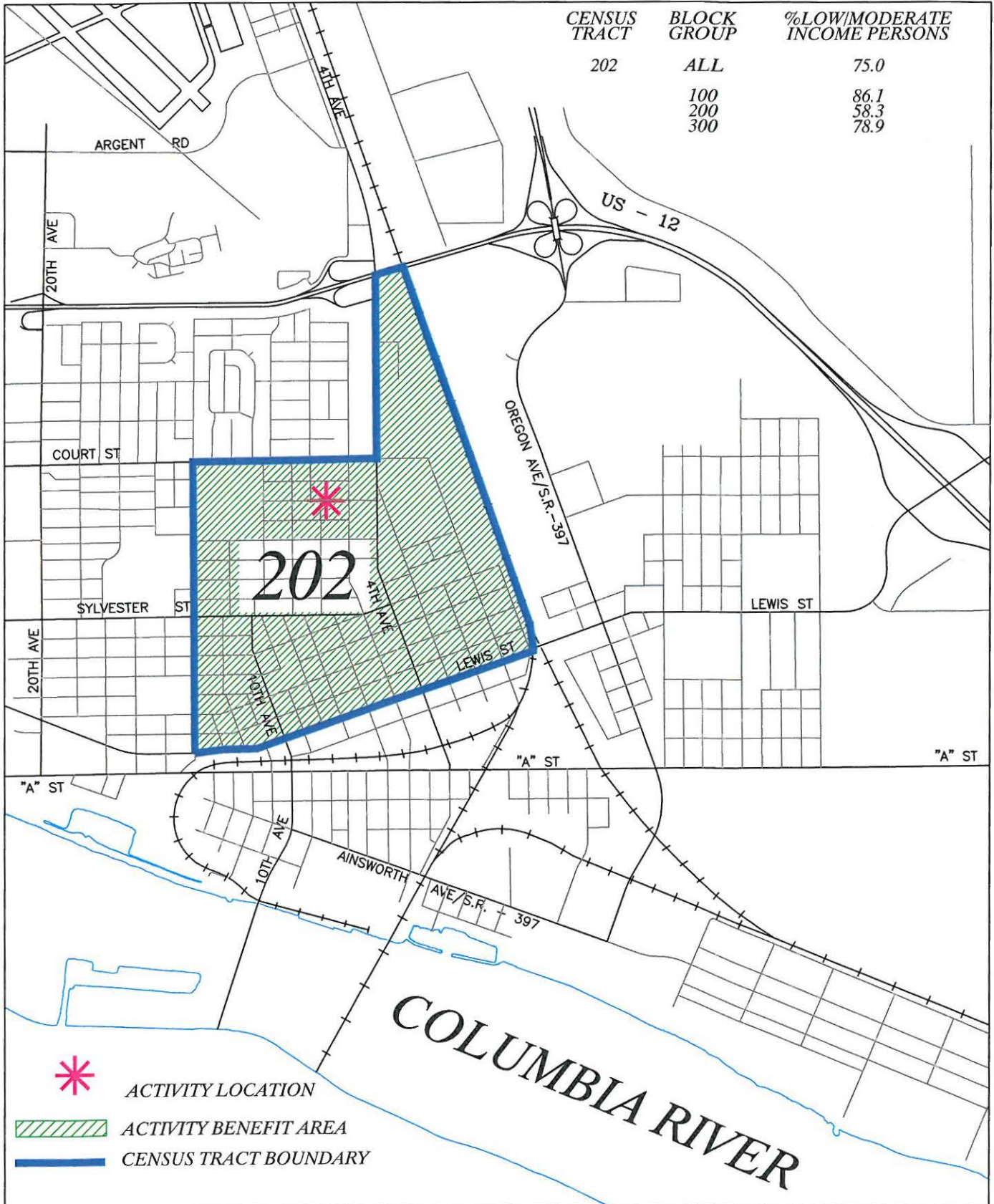
<b>Objective Number</b> SLE-1-4	<b>Project ID</b> 0002
<b>HUD Matrix Code</b> 05A-Senior Services	<b>CDBG Citation</b> 570.201(e)
<b>Type of Recipient</b> City	<b>CDBG National Objective</b> LMA-570.208(a)(1)
<b>Start Date (mm/dd/yyyy)</b> 1/1/2014	<b>Completion Date (mm/dd/yyyy)</b> 12/31/2014
<b>Performance Indicator</b> 3 - Elderly	<b>Annual Units</b> 1500
<b>Local ID</b> 04	<b>Units Upon Completion</b> 1500

**Funding Sources:**

CDBG	\$30,000.00
Other Funding	\$200,500.00
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
ESG	
Total	\$230,500.00

# SENIOR CENTER ACTIVITY

CENSUS TRACT	BLOCK GROUP	%LOW/MODERATE INCOME PERSONS
202	ALL	75.0
	100	86.1
	200	58.3
	300	78.9



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

**Jurisdiction's Name:** City of Pasco, 525 North 3<sup>rd</sup> Avenue, Pasco, WA 99301

**Priority Need:** Goal I/Strategy I.1-5, Improve Local Economies

**Project Title:** Pasco Specialty Kitchen

**Project Description:**

CDBG funds provide for continue operations of the Pasco Specialty Kitchen, a certified commercial incubator kitchen. By providing technical support to small 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 make jobs created available to low-to-moderate income persons in Pasco (Census Tract 202).

**Objective category:** Economic Opportunity

**Outcome category:** Availability/Accessibility

**Location/Target Area:**

110 South 4th Avenue (CT 202)

**The primary purpose of the project is to help:**

☐ the Homeless

☐ Persons with HIV/AIDS

☐ Persons with Disabilities

☐ Public Housing Needs

**CDBG**

<b>Objective Number</b> EO-1-5	<b>Project ID</b> 0003
<b>HUD Matrix Code</b> 18B-ED Technical Assistance	<b>CDBG Citation</b> 570.201(o)(ii)
<b>Type of Recipient</b> Governmental Entity	<b>CDBG National Objective</b> LMJ-570.208(a)(4)
<b>Start Date (mm/dd/yyyy)</b> 1/1/2014	<b>Completion Date (mm/dd/yyyy)</b> 12/31/2014
<b>Performance Indicator</b> 13 - Jobs	<b>Annual Units</b> 12
<b>Local ID</b> 05	<b>Units Upon Completion</b> 12

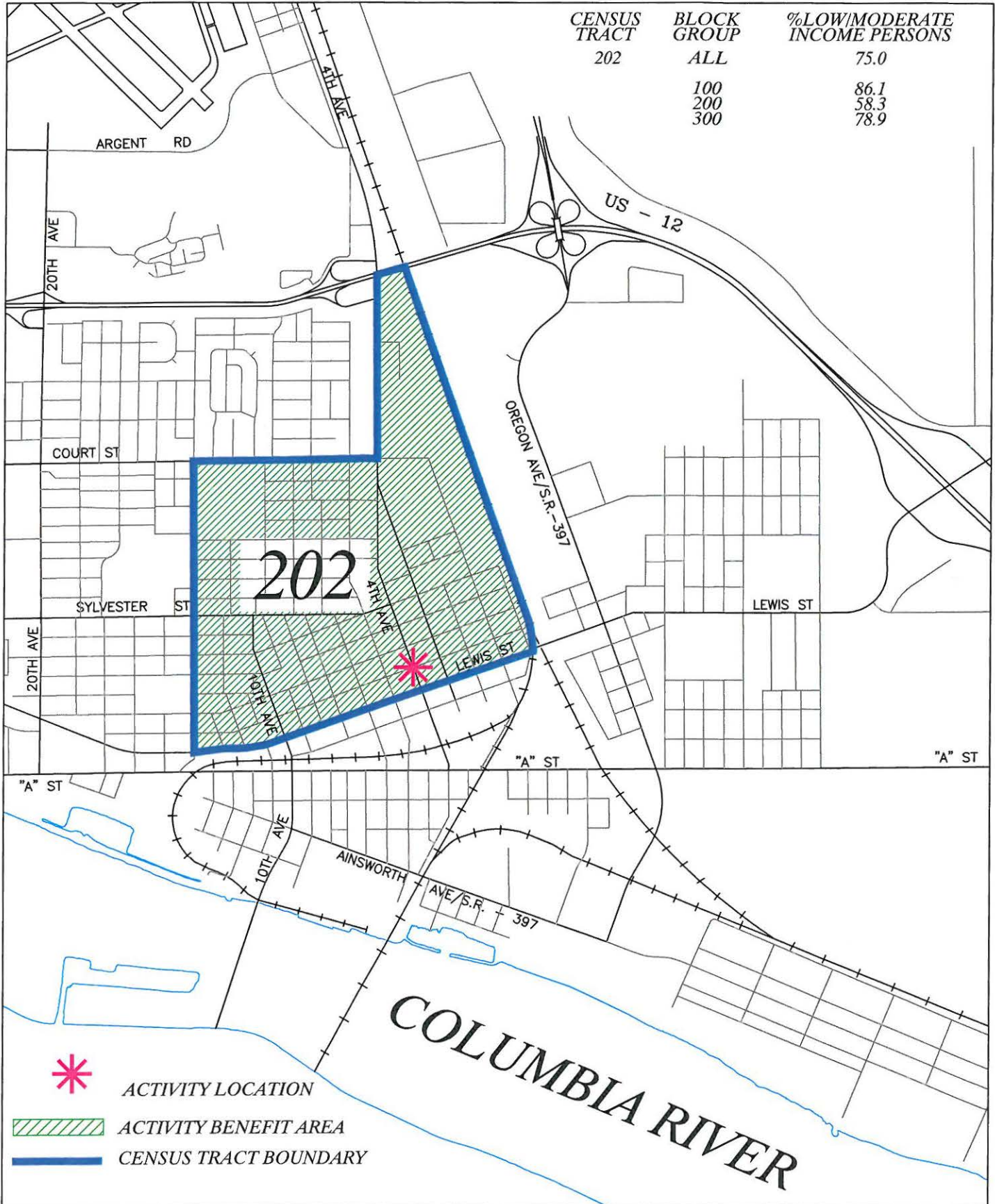
**Funding Sources:**

CDBG	\$50,000.00
Other Funding	\$44,200.00
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
ESG	
Total	\$94,200.00



# PASCO SPECIALTY KITCHEN COMMERCIAL INCUBATOR

CENSUS TRACT	BLOCK GROUP	%LOW/MODERATE INCOME PERSONS
202	ALL	75.0
	100	86.1
	200	58.3
	300	78.9



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

**Jurisdiction's Name:** City of Pasco, 525 North 3<sup>rd</sup> Avenue, Pasco, WA 99301

**Priority Need:** Goal I/Strategy I.5, Improve Local Economies

**Project Title:** Downtown Façade Improvement Program

**Project Description:**

CDBG funds support downtown businesses with façade improvements (Census Tract 202).

**Objective category:** Economic Opportunity

**Outcome category:** Sustainability

**Location/Target Area:**

Downtown Revitalization Area (CT 202)

**The primary purpose of the project is to help:**

☐ the Homeless

☐ Persons with HIV/AIDS

☐ Persons with Disabilities

☐ Public Housing Needs

**CDBG**

<b>Objective Number</b> EO-3-6	<b>Project ID</b> 0003
<b>HUD Matrix Code</b> 14E-Rehab; Publicly or Privately-Owned Commercial/Industrial	<b>CDBG Citation</b> 570.202
<b>Type of Recipient</b> Governmental Entity	<b>CDBG National Objective</b> LMA-570.208(a)(1)
<b>Start Date (mm/dd/yyyy)</b> 1/1/2014	<b>Completion Date (mm/dd/yyyy)</b> 12/31/2014
<b>Performance Indicator</b> 8 - Businesses	<b>Annual Units</b> 1
<b>Local ID</b> 06	<b>Units Upon Completion</b> 1

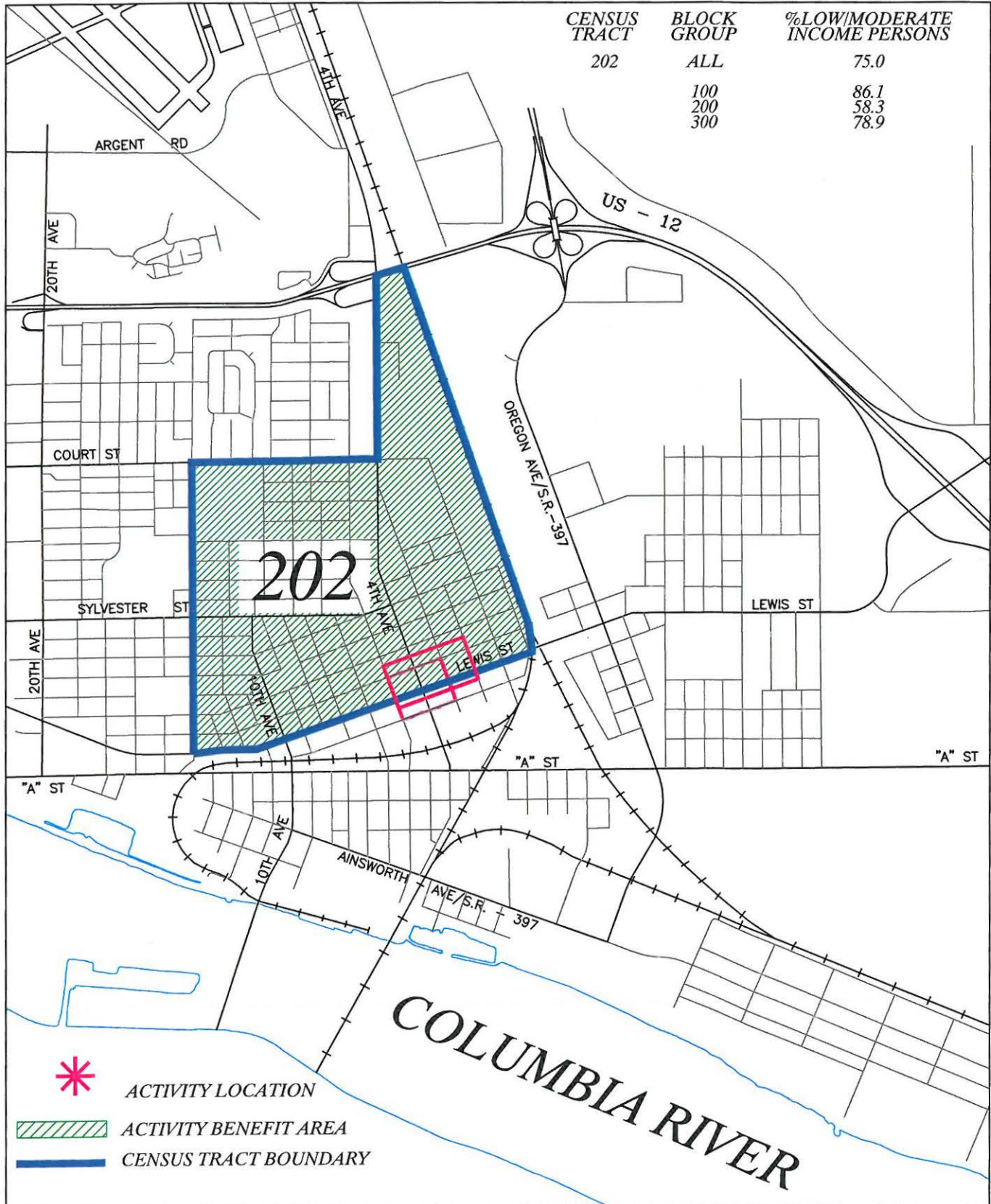
**Funding Sources:**

CDBG	\$15,000.00
Other Funding	\$15,000.00
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
ESG	
Total	\$30,000.00



# DOWNTOWN FACADE IMPROVEMENT PROGRAM

CENSUS TRACT	BLOCK GROUP	%LOW/MODERATE INCOME PERSONS
202	ALL	75.0
	100	86.1
	200	58.3
	300	78.9



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

**Jurisdiction's Name:** City of Pasco, 525 North 3<sup>rd</sup> Avenue, Pasco, WA 99301

**Priority Need:** Goal IV/Strategy IV.2, Improve affordable housing opportunities for lower-income individuals and households.

**Project Title:** CHIP Minor Rehab Program CAC

**Project Description:**

CDBG funds provide minor household repairs, energy efficient upgrades and hazardous material removal for low to moderate income households.

**Objective category:** Decent Housing

**Outcome category:** Sustainability

**Location/Target Area:**

Multiple sites within the City of Pasco

**The primary purpose of the project is to help:**

☐ the Homeless

☐ Persons with HIV/AIDS

☐ Persons with Disabilities

☐ Public Housing Needs

**CDBG**

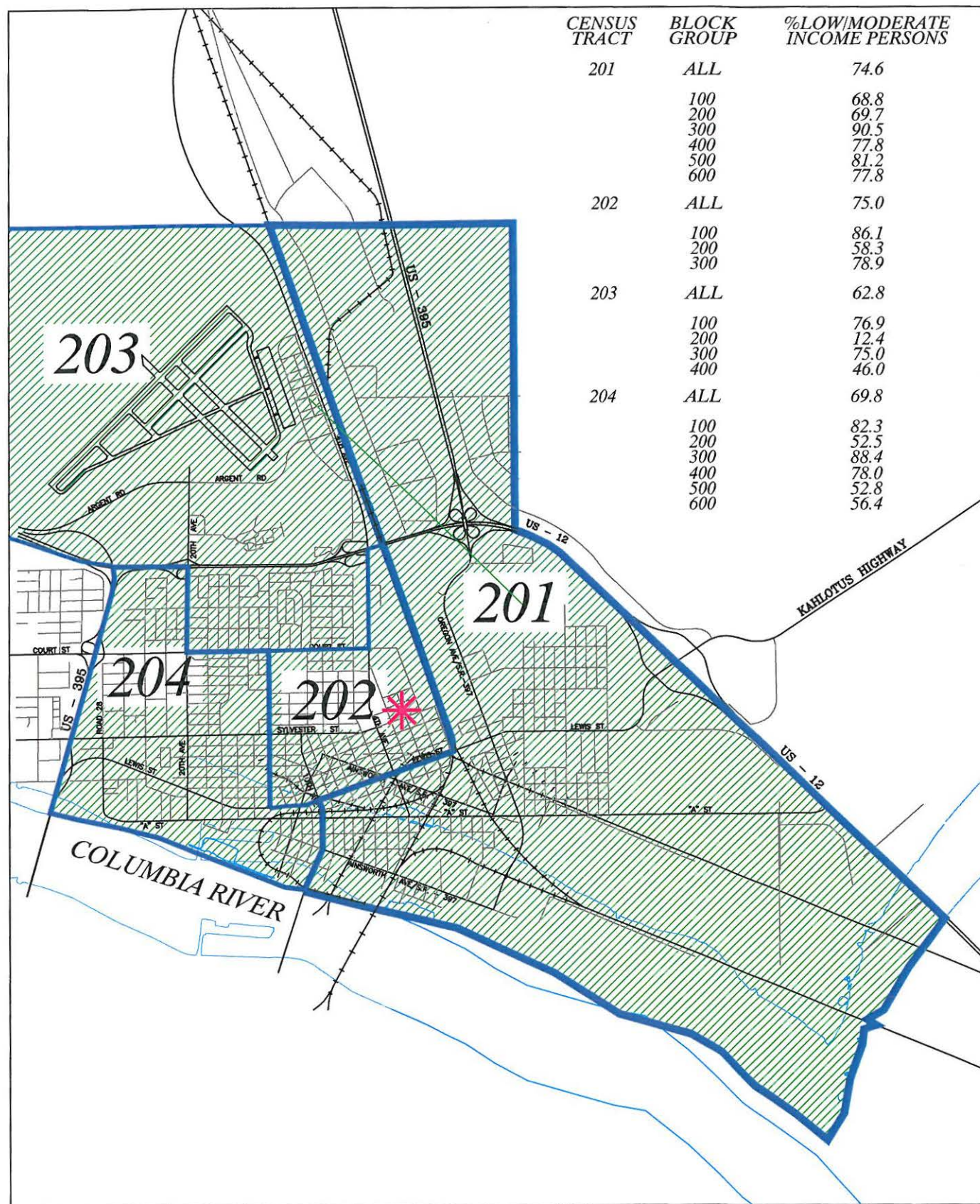
<b>Objective Number</b> DH-3-8	<b>Project ID</b> 0004
<b>HUD Matrix Code</b> 14A-Rehab; Single-Unit Residential	<b>CDBG Citation</b> 570.202
<b>Type of Recipient</b> Non-Profit	<b>CDBG National Objective</b> LMH-570.208(a)(3)
<b>Start Date (mm/dd/yyyy)</b> 1/1/2014	<b>Completion Date (mm/dd/yyyy)</b> 12/31/2014
<b>Performance Indicator</b> 4 - Households	<b>Annual Units</b> 5
<b>Local ID</b> 08	<b>Units Upon Completion</b> 5

**Funding Sources:**

CDBG	\$50,000.00
Other Funding	\$5,000.00
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
ESG	
Total	\$55,000.00



# COMMUNITY HOUSING IMPROVEMENT PROGRAM MINOR REHAB PROGRAM



CENSUS TRACT	BLOCK GROUP	%LOW/MODERATE INCOME PERSONS
201	ALL	74.6
	100	68.8
	200	69.7
	300	90.5
	400	77.8
	500	81.2
	600	77.8
202	ALL	75.0
	100	86.1
	200	58.3
	300	78.9
203	ALL	62.8
	100	76.9
	200	12.4
	300	75.0
	400	46.0
204	ALL	69.8
	100	82.3
	200	52.5
	300	88.4
	400	78.0
	500	52.8
	600	56.4

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

**Jurisdiction's Name:** City of Pasco, 525 North 3<sup>rd</sup> Avenue, Pasco, WA 99301

**Priority Need:** Goal IV/Strategy IV.2, Improve affordable housing opportunities for lower-income individuals and households.

**Project Title:** Catholic Family Volunteer Chore Services

**Project Description:**

CDBG funds provide minor ADA accessibility remodels, minor repairs and construction of wheelchair ramps for very low to low income households. This population includes elderly and disabled (City-wide).

**Objective category:** Decent Housing

**Outcome category:** Availability/Accessibility

**Location/Target Area:**

Elderly/Disabled Households

**The primary purpose of the project is to help:**

☐ the Homeless

☐ Persons with HIV/AIDS

☒ Persons with Disabilities

☐ Public Housing Needs

**CDBG**

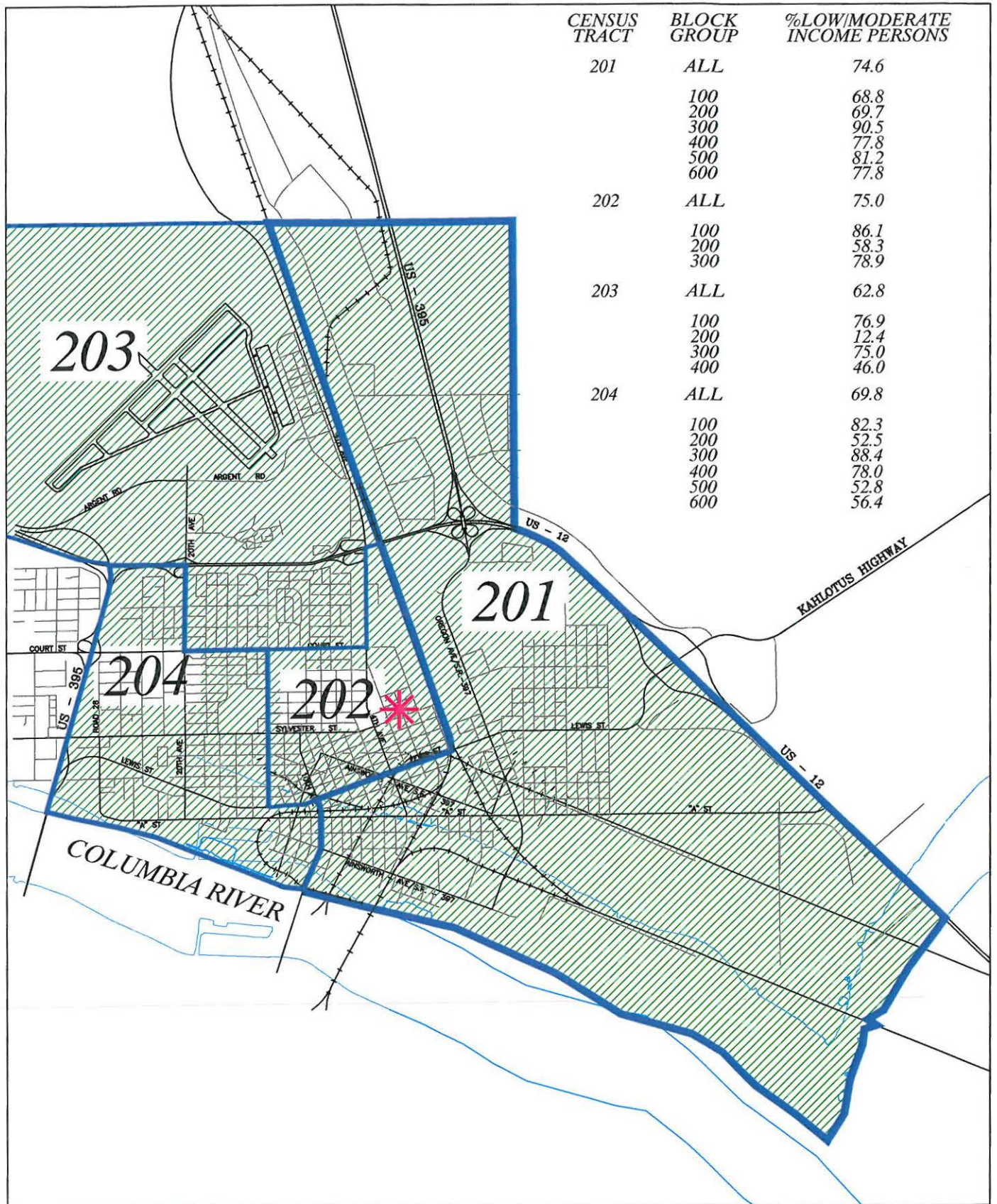
<b>Objective Number</b> DH-1-9	<b>Project ID</b> 0004
<b>HUD Matrix Code</b> 14A-Rehab; Single-Unit Residential	<b>CDBG Citation</b> 570.202
<b>Type of Recipient</b> Faith Based	<b>CDBG National Objective</b> LMH-570.208(a)(3)
<b>Start Date (mm/dd/yyyy)</b> 1/1/2014	<b>Completion Date (mm/dd/yyyy)</b> 12/31/2014
<b>Performance Indicator</b> 7 - Elderly Households	<b>Annual Units</b> 7
<b>Local ID</b> 09	<b>Units Upon Completion</b> 7

**Funding Sources:**

CDBG	\$3,129.00
Other Funding	\$65,500.00
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
ESG	
Total	\$68,629.00



# Catholic Family and Child Services Volunteer Chore Services





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

**Jurisdiction's Name:** City of Pasco, 525 North 3<sup>rd</sup> Avenue, Pasco, WA 99301

**Priority Need:** Goal III/Strategy III.2, Improve Public Facilities

**Project Title:** Memorial Park Shelter Remodel & ADA Path

**Project Description:**

CDBG funds provide for improvements to Memorial Park, rehabilitating a shelter and constructing an ADA accessible walking path. These improvements will complement the first wheelchair-accessible playground installed in the city.

**Objective category:** Suitable Living Environment

**Outcome category:** Availability/Accessibility

**Location/Target Area:**

1520 W Shoshone, Pasco, WA 99301 (CT 202 & 204)

**The primary purpose of the project is to help:**

☐ the Homeless

☐ Persons with HIV/AIDS

☐ Persons with Disabilities

☐ Public Housing Needs

**CDBG**

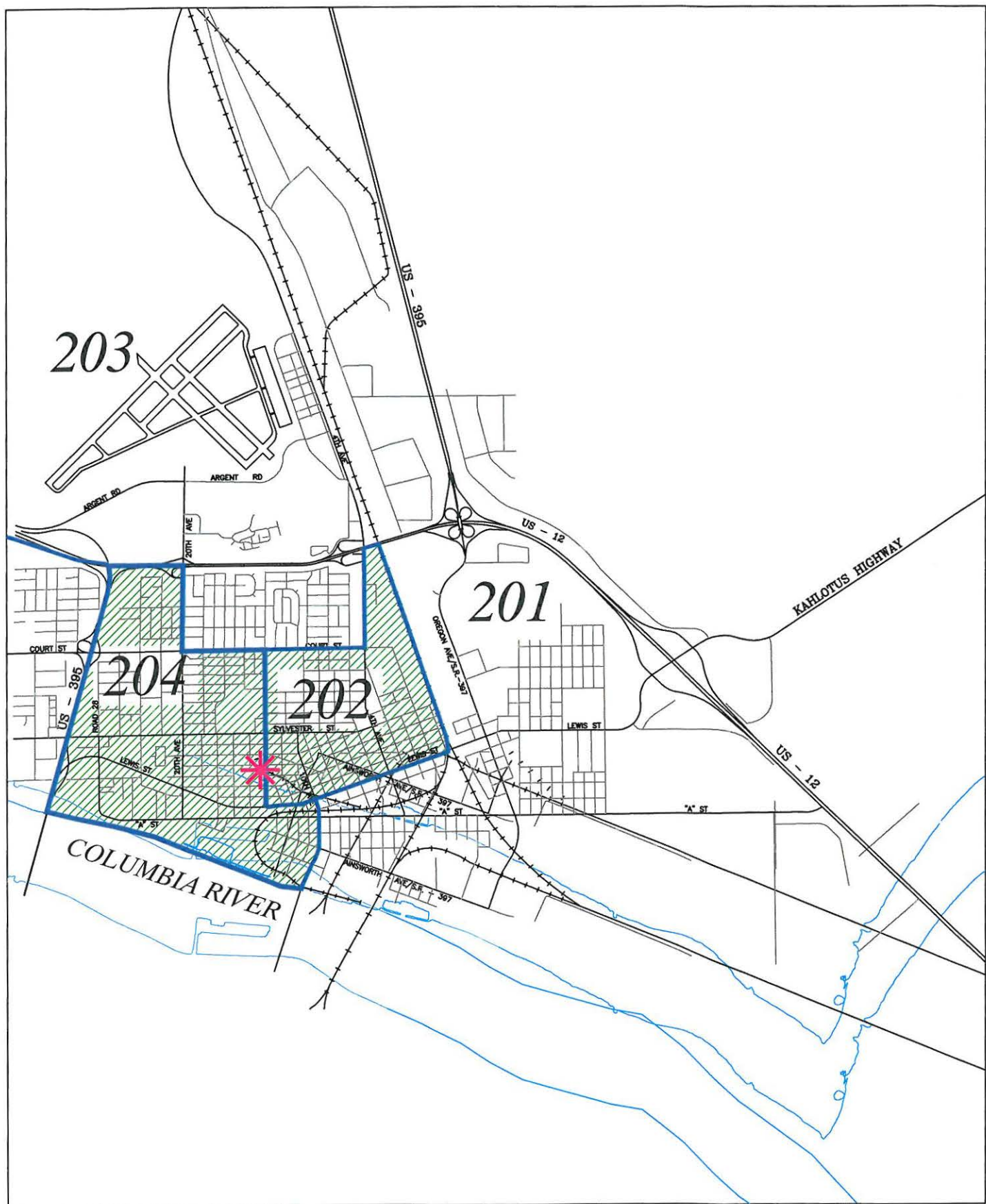
<b>Objective Number</b> SLE-1-11	<b>Project ID</b> 0005
<b>HUD Matrix Code</b> 03F-Parks, Recreational Facilities	<b>CDBG Citation</b> 570.201(c)
<b>Type of Recipient</b> City	<b>CDBG National Objective</b> LMA-570.208(a)(1)
<b>Start Date (mm/dd/yyyy)</b> 1/1/2014	<b>Completion Date (mm/dd/yyyy)</b> 12/31/2014
<b>Performance Indicator</b> 1 - People	<b>Annual Units</b> 5640
<b>Local ID</b> 011	<b>Units Upon Completion</b> 5640

**Funding Sources:**

CDBG	\$100,000.00
Other Funding	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
ESG	
Total	\$100,000.00



# MEMORIAL PARK SHELTER AND ADA PATH



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

**Jurisdiction's Name:** City of Pasco, 525 North 3<sup>rd</sup> Avenue, Pasco, WA 99301

**Priority Need:** Goal IV/Strategy IV.2, Improve affordable housing opportunities for lower-income individuals and households.

**Project Title:** Code Enforcement Officer

**Project Description:**

CDBG funds provide a portion of the salary and benefits for one of three 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 and 204).

**Objective category:** Decent Housing

**Outcome category:** Sustainability

**Location/Target Area:**

Census Tracts 201,202, 203, and 204

**The primary purpose of the project is to help:**

☐ the Homeless

☐ Persons with HIV/AIDS

☐ Persons with Disabilities

☐ Public Housing Needs

**CDBG**

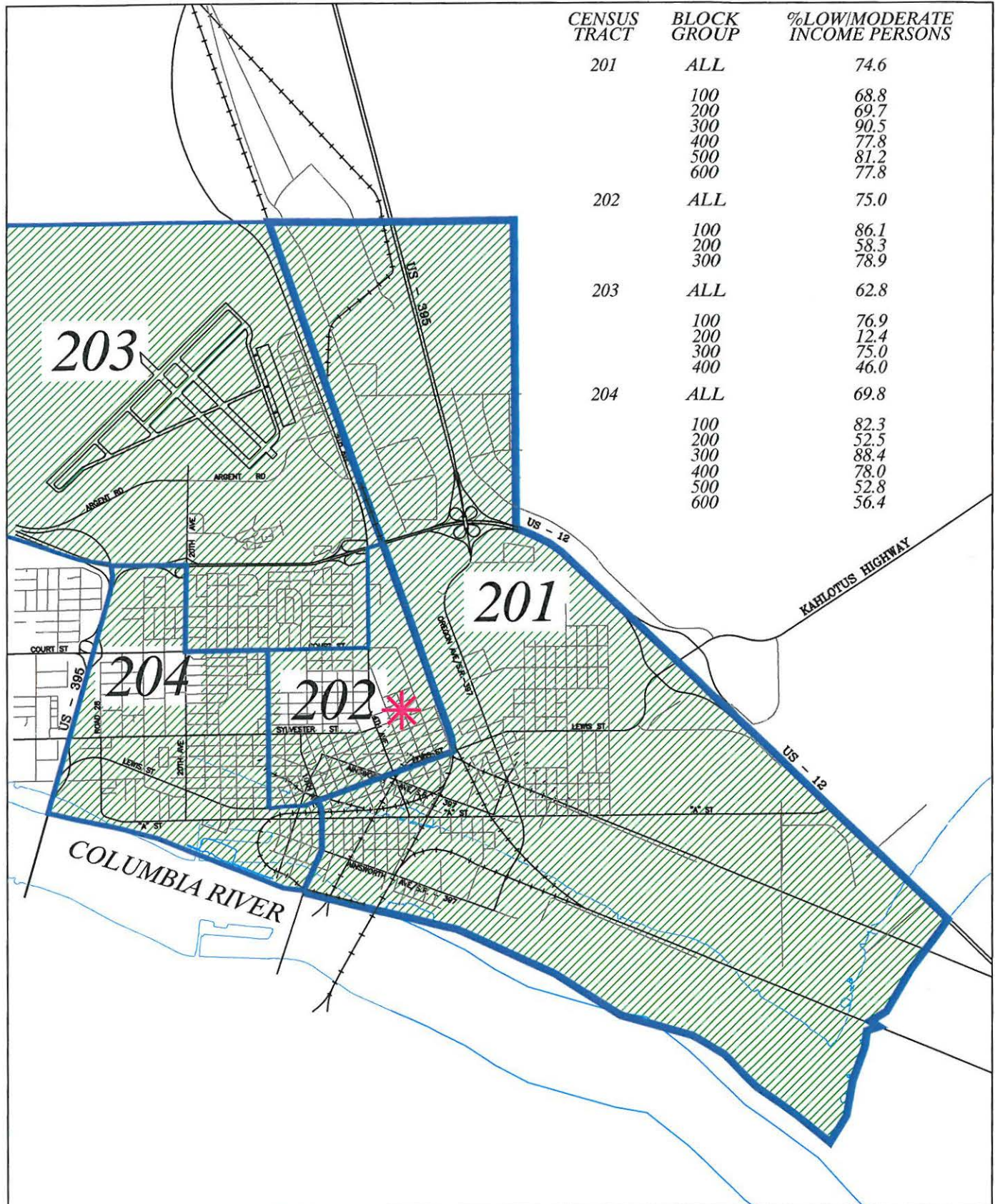
<b>Objective Number</b> DH-3-13	<b>Project ID</b> 0006
<b>HUD Matrix Code</b> 15-Code Enforcement	<b>CDBG Citation</b> 570.202(c)
<b>Type of Recipient</b> City	<b>CDBG National Objective</b> LMA-570.208(a)(1)
<b>Start Date (mm/dd/yyyy)</b> 1/1/2014	<b>Completion Date (mm/dd/yyyy)</b> 12/31/2014
<b>Performance Indicator</b> 1 - People	<b>Annual Units</b> 24444
<b>Local ID</b> 013	<b>Units Upon Completion</b> 24444

**Funding Sources:**

CDBG	\$48,000.00
Other Funding	\$147,000.00
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
ESG	
Total	\$195,000.00



# CODE ENFORCEMENT





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

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**Jurisdiction's Name:** City of Pasco, 525 North 3<sup>rd</sup> Avenue, Pasco, WA 99301

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**Priority Need:** Goal II/Strategy II.2, Improve Community Infrastructure, Revitalize Neighborhoods, and Meet Unanticipated Needs

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**Project Title:** ADA Improvements

---

**Project Description:**

CDBG funds provide for installation of approximately 20 handicap access ramps in low-moderate income neighborhoods.

---

**Objective category:** Suitable Living Environment

**Outcome category:** Availability/Accessibility

---

**Location/Target Area:**

Census Tracts 201,202, 203, and 204 TBD

---

The primary purpose of the project is to help:

☐ the Homeless

☐ Persons with HIV/AIDS

☒ Persons with Disabilities

☐ Public Housing Needs

---

**CDBG**

<b>Objective Number</b> SLE-1-14	<b>Project ID</b> 0007
<b>HUD Matrix Code</b> 03L-Sidewalks	<b>CDBG Citation</b> 570.201(c)
<b>Type of Recipient</b> City	<b>CDBG National Objective</b> LMA-570.208(a)(1)
<b>Start Date (mm/dd/yyyy)</b> 1/1/2014	<b>Completion Date (mm/dd/yyyy)</b> 12/31/2014
<b>Performance Indicator</b> 11 - Public facilities	<b>Annual Units</b> 20
<b>Local ID</b> 014	<b>Units Upon Completion</b> 20

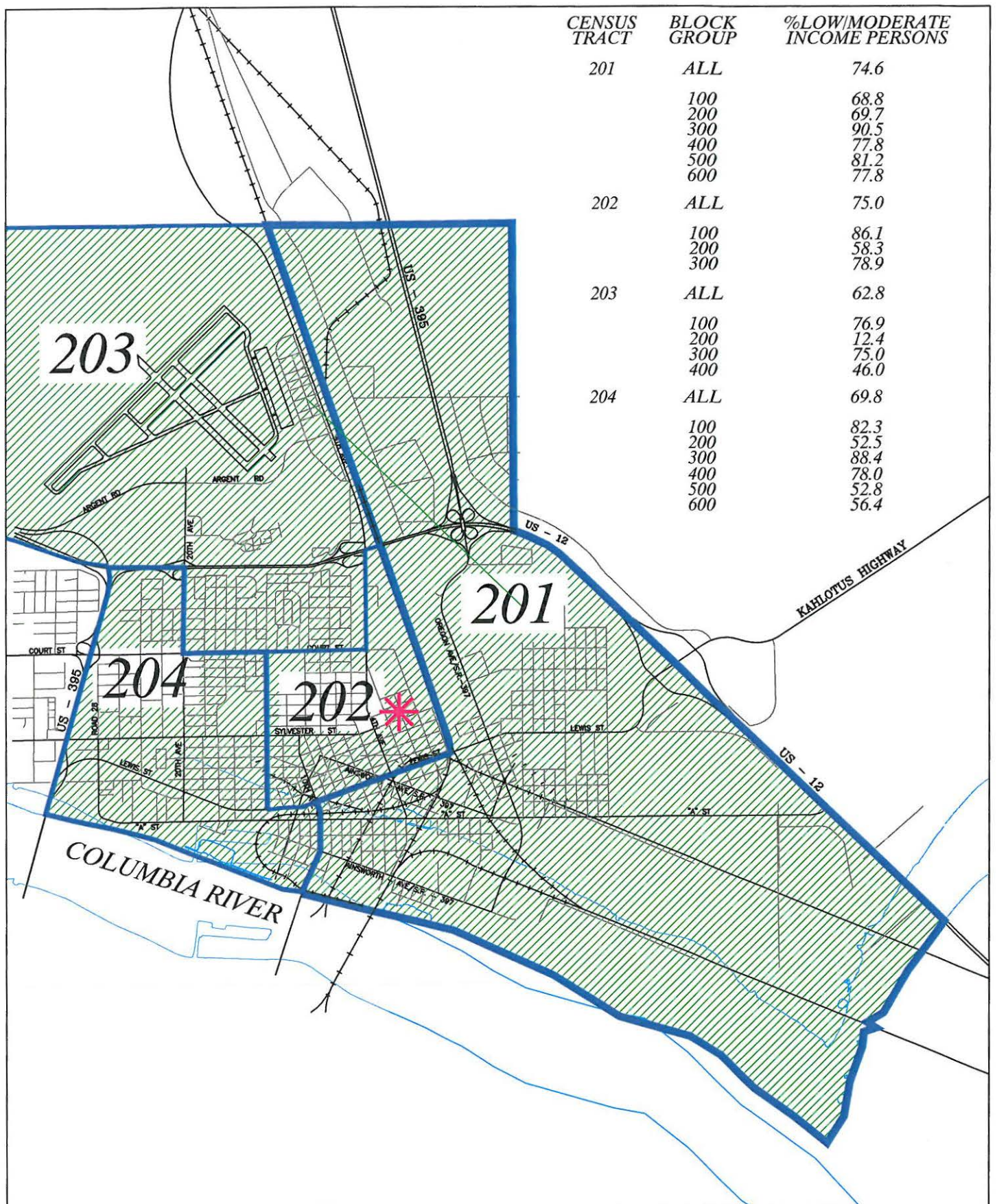
**Funding Sources:**

CDBG	\$100,000.00
Other Funding	\$60,000.00
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
ESG	
Total	\$160,000.00

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# ADA RETROFIT PROGRAM HANDICAP RAMPS



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

**Jurisdiction's Name:** City of Pasco, 525 North 3<sup>rd</sup> Avenue, Pasco, WA 99301

**Priority Need:** Goal II/Strategy II.1, Improve Community Infrastructure, Revitalize Neighborhoods, and Meet Unanticipated Needs

**Project Title:** Fourth and Pearl Family Housing Street Improvements

**Project Description:**

CDBG funds provide for expansion or improvements to basic community infrastructure in the Fourth and Pearl Family Housing Project. Infrastructure improvements will include sewer, street, curb, gutter and sidewalk in Census Tract 202, Block Group 1. The Fourth and Pearl Family Housing project will add 138 new public housing units for low income households.

**Objective category:** Suitable Living Environment

**Outcome category:** Availability/Accessibility

**Location/Target Area:**

4th and Pearl (CT 202, Block Group 1)

**The primary purpose of the project is to help:**

☐ the Homeless

☐ Persons with HIV/AIDS

☐ Persons with Disabilities

☒ Public Housing Needs

**CDBG**

<b>Objective Number</b> SLE-1-15	<b>Project ID</b> 0007
<b>HUD Matrix Code</b> 03K-Street Improvements	<b>CDBG Citation</b> 570.201(c)
<b>Type of Recipient</b> Governmental Entity	<b>CDBG National Objective</b> LMA-570.208(a)(1)
<b>Start Date (mm/dd/yyyy)</b> 1/1/2014	<b>Completion Date (mm/dd/yyyy)</b> 12/31/2014
<b>Performance Indicator</b> 1 - People	<b>Annual Units</b> 1876
<b>Local ID</b> 015	<b>Units Upon Completion</b> 1876

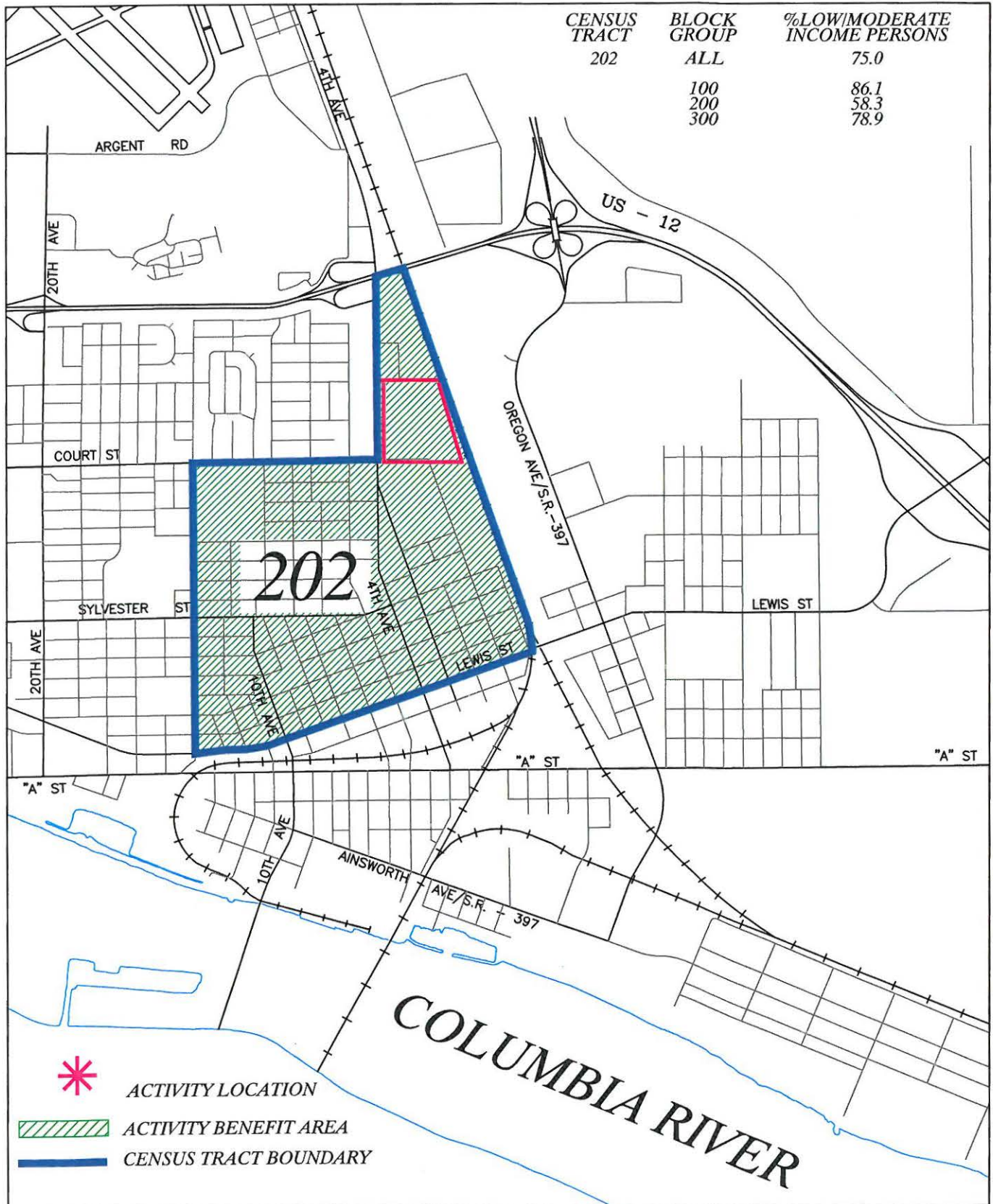
**Funding Sources:**

CDBG	\$100,000.00
Other Funding	\$7,852,457.00
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
ESG	
Total	\$7,952,457.00



# 4TH AVENUE AND PEARL STREET FAMILY HOUSING INFRASTRUCTURE

CENSUS TRACT	BLOCK GROUP	%LOW/MODERATE INCOME PERSONS
202	ALL	75.0
	100	86.1
	200	58.3
	300	78.9



---

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

---

**Jurisdiction's Name:** City of Pasco, 525 North 3<sup>rd</sup> Avenue, Pasco, WA 99301

---

**Priority Need:** Goal III/Strategy III.2, Improve Public Facilities

---

**Project Title:** ACS Richardson Park Improvements

---

**Project Description:**

Construction of a basketball court and picnic pavilion to replace demolished pool.

---

**Objective category:** Suitable Living Environment

**Outcome category:** Availability/Accessibility

---

**Location/Target Area:**

Census tract 202 and 203

---

**The primary purpose of the project is to help:**

☐ the Homeless

☐ Persons with HIV/AIDS

☐ Persons with Disabilities

☐ Public Housing Needs

---

**CDBG**

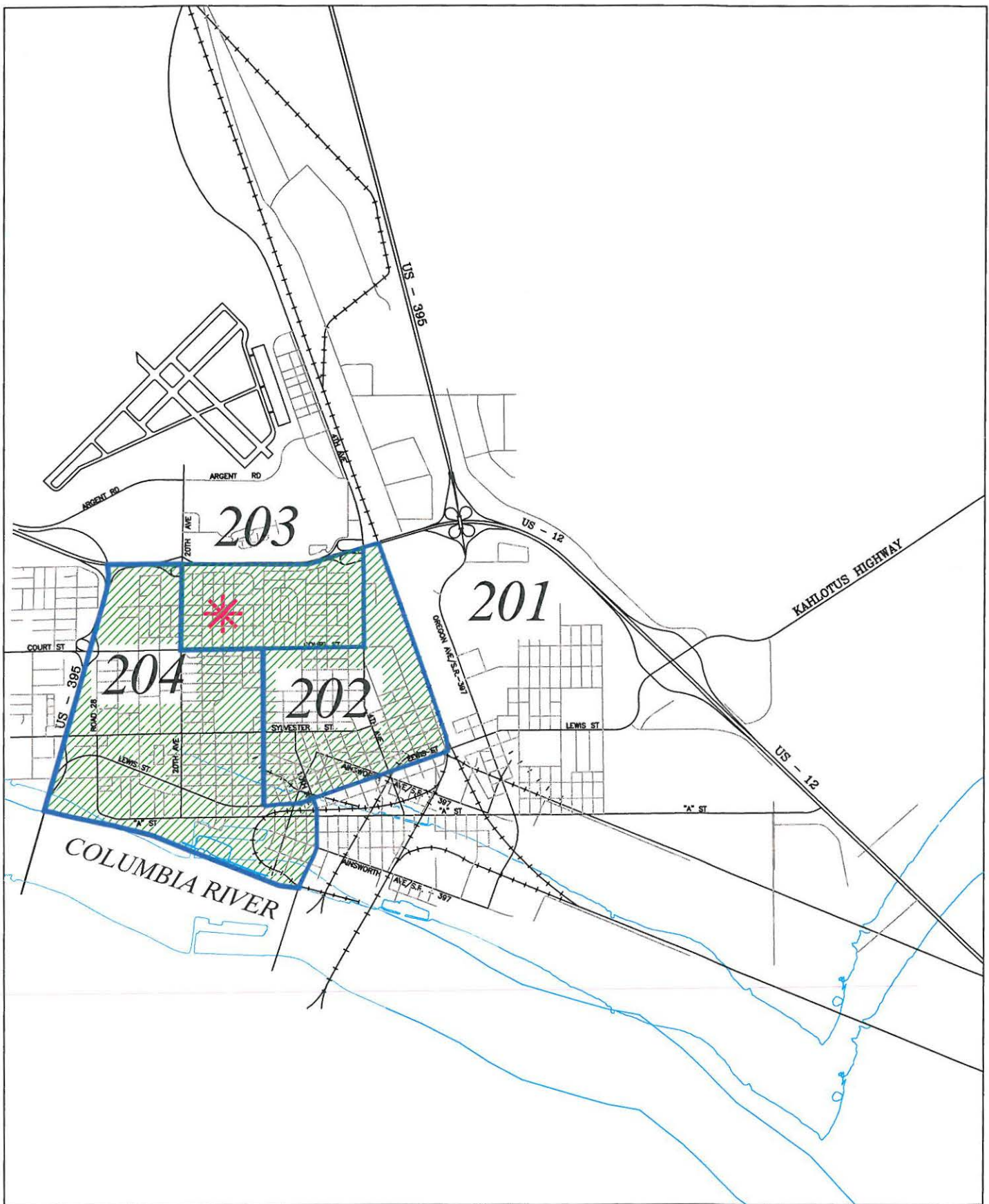
<b>Objective Number</b> SLE-1-16	<b>Project ID</b> 0005
<b>HUD Matrix Code</b> 03F-Parks, Recreational Facilities	<b>CDBG Citation</b> 570.201(c)
<b>Type of Recipient</b> City	<b>CDBG National Objective</b> LMA-570.208(a)(1)
<b>Start Date (mm/dd/yyyy)</b> 1/1/2014	<b>Completion Date (mm/dd/yyyy)</b> 12/31/2014
<b>Performance Indicator</b> 1 - People	<b>Annual Units</b> 4998
<b>Local ID</b> 016	<b>Units Upon Completion</b> 4998

**Funding Sources:**

CDBG	\$20,655.00
Other Funding	\$10,000.00
HOME	
HOPWA	
Total Formula	
Prior Year Funds	\$43,345.00
Assisted Housing	
PHA	
ESG	
Total	\$74,000.00



# *RICHARDSON PARK IMPROVEMENTS BASKETBALL COURT & PICNIC PAVILION*



**APPENDIX B – APPLICATION FOR FEDERAL  
ASSISTANCE/CDBG SF-424**



**Application for Federal Assistance SF-424**

Version 02

**\*1. Type of Submission:**

- ☐ Pre-application  
☒ Application  
☐ Changed/Corrected Application

**\*2. Type of Application**

- ☐ New  
☒ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s)

\*Other (Specify)

3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

City of Pasco UOG 531188

\*5b. Federal Award Identifier:

B-14-MC-53-0009

**State Use Only:**

6. Date Received by State:

7. State Application Identifier:

**8. APPLICANT INFORMATION:**

\*a. Legal Name: City of Pasco, Washington

\*b. Employer/Taxpayer Identification Number (EIN/TIN):

91-6001264

\*c. Organizational DUNS:

009974598

**d. Address:**\*Street 1: 525 N 3rd Avenue

Street 2: \_\_\_\_\_

\*City: PascoCounty: Franklin\*State: Washington

Province: \_\_\_\_\_

\*Country: United States\*Zip / Postal Code 99301**e. Organizational Unit:**

Department Name:

Community &amp; Economic Development

Division Name:

**f. Name and contact information of person to be contacted on matters involving this application:**Prefix: Ms.\*First Name: Angela

Middle Name: \_\_\_\_\_

\*Last Name: Pitman

Suffix: \_\_\_\_\_

Title: Block Grant Administrator

Organizational Affiliation:

Community &amp; Economic Development

\*Telephone Number: (509) 543-5739

Fax Number: (509) 545-3499

\*Email: pitmana@pasco-wa.gov

**Application for Federal Assistance SF-424**

Version 02

**\*9. Type of Applicant 1: Select Applicant Type:**

C. City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\*Other (Specify)

**\*10 Name of Federal Agency:**

Department of Housing & Urban Development

**11. Catalog of Federal Domestic Assistance Number:**

14-218

CFDA Title:

Community Development Block Grants/Entitlement Grants

**\*12 Funding Opportunity Number:**

N/A

\*Title:

**13. Competition Identification Number:**

N/A

Title:

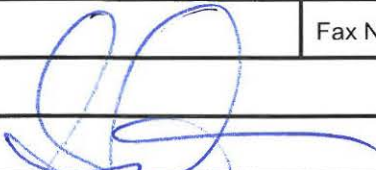
**14. Areas Affected by Project (Cities, Counties, States, etc.):**

City of Pasco

**\*15. Descriptive Title of Applicant's Project:**

City of Pasco Community Development Block Grant Program 2014



<b>Application for Federal Assistance SF-424</b>		Version 02
<b>16. Congressional Districts Of:</b>		
*a. Applicant: WA04	*b. Program/Project: WA04	
<b>17. Proposed Project:</b>		
*a. Start Date: 01/01/2014	*b. End Date: 12/31/2014	
<b>18. Estimated Funding (\$):</b>		
*a. Federal	640072	
*b. Applicant	_____	
*c. State	_____	
*d. Local	_____	
*e. Other	_____	
*f. Program Income	_____	
*g. TOTAL	640072	
<b>*19. Is Application Subject to Review By State Under Executive Order 12372 Process?</b>		
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on _____		
<input checked="" type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.		
<input type="checkbox"/> c. Program is not covered by E. O. 12372		
<b>*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)</b>		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)		
<input checked="" type="checkbox"/> ** I AGREE		
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions		
<b>Authorized Representative:</b>		
Prefix: Mr. _____	*First Name: Gary _____	
Middle Name: _____		
*Last Name: Crutchfield _____		
Suffix: _____		
*Title: City Manager		
*Telephone Number: (509) 545-3404		Fax Number: (509) 545-3403
* Email: CrutchfieldG@pasco-wa.gov		
*Signature of Authorized Representative: 		*Date Signed: 5/22/14

**Application for Federal Assistance SF-424**

Version 02

**\*Applicant Federal Debt Delinquency Explanation**

The following should contain an explanation if the Applicant organization is delinquent of any Federal Debt.



## **APPENDIX C - CERTIFICATION**

## Tri-Cities Home Consortium 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**

  
\_\_\_\_\_  
Gary Crutchfield

**Date**

**City Manager, City of Pasco**

**Title**



## **City Of Pasco 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 anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

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

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about:
  - (a) The dangers of drug abuse in the workplace;
  - (b) The grantee's policy of maintaining a drug-free workplace;
  - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
  - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;

4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will:
  - (a) Abide by the terms of the statement; and
  - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten (10) calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within thirty (30) calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -
  - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.
8. Place of Performance:

Pasco City Hall  
525 North Third Avenue  
Pasco, Franklin County, WA 99301

**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 sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly. The jurisdiction is in compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms, if required by that part.

**Authority of Jurisdiction** -- It possesses legal authority under State and local law to make grant submissions and to execute community development and housing programs and the jurisdiction's governing body has duly adopted or passed as an official act a resolution, motion or similar action authorizing the person identified as the official representative of the grantee to submit the housing and community development plan and amendments thereto and all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the grantee to act in connection with the submission of the housing and community development plan and to provide such additional information as may be required.

**Consistency with plan** -- The housing activities to be undertaken with CDBG and HOME funds are consistent with the Consolidated Plan.

**Section 3** -- The jurisdiction will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

**Applicable Laws** -- The jurisdiction will comply with the other provisions of the Acts covering programs covered by the Housing and Community Development plan and with other applicable laws.

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**Signature/Authorized Official**

  
\_\_\_\_\_  
**Gary Crutchfield**

**Date**

**10-14-13**  
\_\_\_\_\_  
**City Manager, City of Pasco**  
**Title**

## Specific CDBG Certifications

### **The Entitlement Community certifies that:**

**Citizen Participation Plan** – Prior to submission of its housing and community development plan to HUD, the jurisdiction is following a detailed citizen participation plan that satisfies the requirement of 24 CFR 91.105 and is in full compliance;

**Community Development Plan** – The jurisdiction's housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the statute authorizing the CDBG program, as described in 24 CFR 570.2/1/, and requirements of this part and 24 CFR part 570;

**Following a Plan** – The jurisdiction is following a current Consolidated Plan that has been approved by HUD;

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

1. The Action Plan for use of CDBG funds has been developed 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 projected use of funds 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. The aggregate use of CDBG funds received under Section 106 of the Housing and Community Development Act of 1974, as amended, and if applicable, under Section 108 of the same Act, during program year 2014, shall principally benefit persons of low and moderate income in a manner that ensures that not less than 70 percent of such funds are used for activities that benefit such persons during such period; and The jurisdiction will not attempt to recover any capital costs of public improvements assisted in whole or in part with funds provided under Section 106 of the Housing and Community Development Act of 1974, as amended, or with amounts resulting from a grantee under Section 108 of the same Act 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, unless:

- (a) Funds received under Section 106 of the Housing and Community Development Act of 1974, as amended, are used to pay the proportion of such fee or assessment that relates to the capital costs of such public improvements that are financed from revenue sources other than under Title 1 of that Act; or
- (b) For purposes of assessing any amount against properties owned and occupied by persons of moderate income, the grantee certifies to the Secretary that it lacks sufficient funds received under Section 106 of the Housing and Community Development Act of 1974, as amended, to comply with the requirements of subparagraph (1) above;

**Lead-Based Paint** – Its notification, inspection, testing and abatement procedures concerning lead-based paint will comply with 570.608;

**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;
- 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 (42USC 2000d), the Fair Housing Act (42USC 3601-3619) and implementing regulations; and

**Compliance with Laws** – The jurisdiction will comply with applicable laws.

**Signature/Authorized Official**

  
\_\_\_\_\_  
**Gary Crutchfield**

  
\_\_\_\_\_  
**Date**

**City Manager, City of Pasco**  
\_\_\_\_\_  
**Title**



## **Appendix To Certifications**

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

#### **A. Lobbying Certification**

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, 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.

#### **B. Drug-Free Workplace Certification**

The certification with regard to the drug-free workplace is required by 24 CFR part 24, Subpart F.

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations.)

5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. Place of performance shall include 525 North Third Avenue, City of Pasco, County of Franklin, State of Washington, 99301.
7. Definitions of terms in the Non-procurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

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

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

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

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

**Signature/Authorized Official**

  
\_\_\_\_\_  
**Gary Crutchfield**

**Date**

**City Manager, City of Pasco**  
\_\_\_\_\_  
**Title**