



**CONSOLIDATED ANNUAL
PERFORMANCE
EVALUATION REPORT
2008**

**CITY OF PASCO
WASHINGTON**

March 31, 2009

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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.

The overall goal of the City of Pasco's Community Development Block Grant Program (CDBG) and the Tri-Cities HOME Investment Partnership Program (HOME) is to develop a strong community with the provision of decent housing, a suitable living environment and expanding economic opportunities.

The 2008 Annual Action Plan represents the fourth year of the 2005-2009 Consolidated Plan and summarizes the activities planned for the period January 1, 2008 to December 31, 2008 to meet community 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.

The City of Pasco certifies it is following a current HUD-approved Consolidated Plan, and has pursued all resources that were proposed in the Plan. It has fairly and impartially provided requested certifications of consistency as specified in the Plan, and has not hindered implementation of the Consolidated Plan.

HUD's Community Development Block Grant regulations require Grantees to submit a "Consolidated Annual Performance and Evaluation Report" (CAPER) to HUD within 90 days of the close of a Grantee's Program Year (December 31, 2008). This requirement, set forth in 24 CFR Part 91, reports to HUD and informs the community of Pasco's performance in meeting the goals of the Annual Action Plan.

As a recipient of these funds, the City of Pasco hereby submits, its final ***Consolidated Annual Performance and Evaluation Report (CAPER)*** which provides detailed information to the local public, HUD, and members of Congress on activities undertaken with these entitlement funds. The CAPER also reports on the City of Pasco's performance in meeting the goals established in the ***2008 Annual Action Plan***, for this fourth year of the ***2005-2009 Five-Year Consolidated Plan***.

GENERAL QUESTIONS

Assessment of Goals and Objectives

Activities funded by the City of Pasco during 2008 addressed the priorities established in the Tri-Cities 2005-2009 Consolidated Plan, which were drawn from an analysis of the needs and resources identified through the planning process.

The goals and strategies were designed to provide a framework for action in undertaking housing and community development activities over the five year period.

Goals describe priority areas for overall improvement in Pasco. Strategies describe the general methods that the entitlement communities will employ to impact living and working conditions. Objectives detail the specifics of the strategies, the tools that will be used to implement the strategies, populations and areas that will be targeted, and performance indicators to track progress in meeting the goals.

Activities to improve local economies in Pasco (Goal I), totaled \$45,833, unexpended funds of \$89,106 are for three façade improvement projects pending. Community infrastructure (Goal II) expenditures totaled \$93,448 prior year handicap ramps. Projects in process include work for two separate Local Improvement District (LID) assistance projects that are still involved in the lengthy legal process required for special assessments. Public facility improvement projects (Goal III) utilized \$238,930 for work on four facilities, one of which was completed. The three remaining projects were extended to 2009 for completion. Activities to further affordable housing opportunities (Goal IV) utilized \$59,778 in 2008 to complete three activities. On the one remaining activity, staff is working with the homeowners to submit applications for income eligibility, only two of four applications expected have been received to date. Total carryover expected from 2008 projects totals \$286,103. Budget variances can be seen in the Table 1 below.

Table 1 – Budget Variance

<i>Goal</i>	<i>Description</i>	<i>%</i>	<i>Budgeted</i>	<i>%</i>	<i>Actual</i>	<i>Under/(Over)</i>
Admin	Administrative	12%	\$105,000	14%	\$ 88,242.00	\$16,758.00
Goal I	Economic Development	15%	\$134,939	7%	\$ 45,833.00	\$89,106.00
Goal II	Community Infrastructure	10%	\$90,000	15%	\$ 93,448.00	(\$3,448.00)
Goal III	Public Facilities	41%	\$369,969	39%	\$ 238,930.00	\$131,039.00
Goal IV	Housing	13%	\$113,697	10%	\$ 59,778.00	\$53,919.00
Goal V	Public Services	10%	\$86,000	14%	\$ 87,271.00	(\$1,271.00)
TOTALS		100%	\$899,605	100%	\$ 613,502.00	\$286,103.00

Budgeted Activities

The City of Pasco estimated CDBG resources available for community development activities in 2008 would total \$675,000. The annual entitlement was estimated to be \$650,000, and \$25,000 was estimated from program income. The City of Richland Annual Action Plan for 2008, reported an estimated HOME entitlement of \$635,955 and program income of \$50,000 would be available to the Tri-City HOME Consortium for affordable housing activities. Of this amount, the City of Pasco plans to use approximately \$199,324 to continue the Community Housing Improvement Program (CHIP) within Census Tract 202 with priority given to the Museum and Longfellow neighborhoods.

The Cities of Richland, Kennewick and Pasco are participating jurisdictions in a consortium, and are eligible to receive federal HOME funds on an annual basis. The City of Richland acts as the lead agency for the Tri-Cities HOME Consortium and is responsible for administering the HOME Program on behalf of the three cities. The

primary goal of the HOME Program is to provide affordable housing to lower income persons. In 2008, the Tri-Cities HOME Consortium received \$615,020 directly from HUD, which was split between the three cities using the same formula allocation as HUD determines for awarding CDBG funds to the community. The City of Pasco was also awarded \$5,220 of American Dream Downpayment Initiative (ADDI) funds.

Actual Expenditures

In 2008, the City received an annual entitlement of \$600,428 directly from HUD and \$4,202 in program income from CDBG housing rehabilitation projects. A combined total of \$604,630 was available for 2008 budgeted activities. Actual expenditures totaled \$573,452 in 2008. A balance of \$222,204 from 2008 will be carried over or reallocated in program year 2009.

The planning and administrative cap, a maximum dollar amount equal to 20% of the combined totals of the current year entitlement plus current year program income (\$604,630), totaled \$120,926 in 2008. Total planning and administration obligations were \$88,242 or 14.59%.

The public service cap, a maximum dollar amount equal to 15% of the combined totals of the current year entitlement plus prior year program income (\$613,598), totaled \$92,040 for 2008. Disbursements for 2008 public services (Goal V) totaled \$87,271, of which \$8,444 were disbursed for prior year public service obligations. Total public service obligations of \$87,295 included an un-reconciled accounting error of \$24 for 2008 (14.23%).

Activities funded in 2008 totaled \$899,605 including carryover from prior year projects totaling \$103,949 for three ongoing projects. These funds budgeted, carried-over, and drawn-in program year 2008 are tabulated in Table 2, Table 3, and Table 4 below.

Table 2 – 2008 Activities

<i>Goal/ Strategy/ Objective</i>	<i>Name/Project</i>	<i>Performance Indicator</i>	<i>Performance Measurement</i>	<i>Budgeted/ Actual</i>
	CDGB Program Administration	N/A	Program Administered	\$105,000/ 76,972
I/1-5	Pasco Downtown Development Association-Commercial Kitchen	Improve economic opportunity for Low/Mod clientele	6 - New businesses served. 9 new FTE jobs created, 5.5 are LMI FTE jobs	\$50,000/ 50,000
I/3-5	Pasco Downtown Façade Program	Improve economic opportunity for businesses in downtown area.	1 – New façade in 2008.	\$2,000/ -0 -
II/2	Kurtzman Park Neighborhood Sidewalks-Design Ph1	Improve quality of life, accessibility for disabled residents	1 – Neighborhood improved. Curb, gutter & sidewalk installed (Census Tract 201)	\$40,000/ -0 -
II/2	LID Assistance	Improve quality of life, accessibility for low-mod residents	6 - Low-mod households assisted with water and sewer special assessment	\$50,000/ -0 -

Goal/ Strategy/ Objective	Name/Project	Performance Indicator	Performance Measurement	Budgeted/ Actual
III/1	Boys & Girls Club Games room Renovation	Improve quality of life	1 - Neighborhood Youth Facility Improved (Census Tract 201,202,203,204)	\$140,000/ 156,813
III/1	Martin Luther King Center – Storm Drainage Improvement	Improve quality of life	1 – Neighborhood Facility Improved (Census Tract 201)	\$50,000/ 33,164
III/1	Peanuts Park– ADA restroom upgrade	Improve quality of life, neighborhood park facility accessibility.	1 - Neighborhood Facility Improved (Census Tract 202)	\$43,156/ \$54
III/1	Volunteer Park – ADA Trail, picnic pavilion, sidewalks & parking lot	Improve quality of life, neighborhood park facility accessibility.	1 - Neighborhood Facility Improved (Census Tract 202)	\$120,000/ \$101,186
IV/2	CAC Energy Home Program	Decent, safe, sanitary housing	8 - Household Energy Improvements	\$20,000/ \$20,000
IV/2	Catholic Family Volunteer Chore Services	Decent, safe, sanitary housing	1 – Household assisted with improved access (wheelchair ramp installed)	\$4,000/ \$1,263
IV/2	CHIP Rehab Repair	Decent, safe, sanitary housing	3 – Household Accessibility Improvement in process	\$37,500/ \$0
IV/3	Code Enforcement	Decent, safe, sanitary housing	524 – Properties brought into compliance with Pasco Municipal Codes in Low-mod neighborhoods (Census Tracts 201,202,203,204)	\$48,000/ \$48,000
V/2	Martin Luther King Center	Improve quality of life for neighborhood residents	393 - At-risk Youth Served at neighborhood facility (Census Tract 201)	\$33,000/ \$33,000
V/2	Youth Civic Center	Improve quality of life for neighborhood residents	236 - At-risk Youth Served at neighborhood facility (Census Tract 202)	\$33,000/ \$33,000
V/2	Senior Center	Improve quality of life for elderly and disabled persons	1,900 - Elderly/Disabled Persons Served	\$20,000/ \$20,000
			TOTAL BUDGETED¹ TOTAL 2008 ACTUAL²	\$795,656 \$573,452

Table 3 – Carryover

Goal/ Strategy/ Objective	Name/Project	Performance Indicator	Performance Measurement	Prior Year Activity Carryover
I/3-5	Pasco Downtown Façade Program	Improve economic opportunity for businesses in downtown area.	3 - Facades in process.	\$82,939

¹ Resolution No. 3094 Amending 2008 Annual Action Plan

² PR02 Program Year 2008 Activities, Net Drawn Amount

<i>Goal/ Strategy/ Objective</i>	<i>Name/Project</i>	<i>Performance Indicator</i>	<i>Performance Measurement</i>	<i>Prior Year Activity Carryover</i>
III/1	Boys & Girls Club Games room Renovation	Improve quality of life	1 - Neighborhood Youth Facility Improved (Census Tract 201,202, 203,204)	\$16,813
IV/2	Catholic Family Volunteer Chore Services	Decent, safe, sanitary housing	1 – Household roofing project.	\$4,197
			CARRY OVER TOTAL FUNDED³	\$103,949 \$899,605

Table 4 – 2008 Expenditures

GOAL	DESCRIPTION	DRAWN IN 2008
	Program Administration	\$ 88,242.00
Goal I	Improve Local Economies	45,833.00
Goal II	Improve Community Infrastructure	93,448.00
Goal III	Improve Public Facilities	238,930.00
Goal IV	Improve Affordable Housing Opportunities for Lower-Income Individuals and Households	59,778.00
Goal V	Support Priority Public Services	87,271.00
Goal VI	Strategies to Reduce the Incidence of Homelessness	
Goal VII	Revitalize Neighborhoods & Areas and Meet Unanticipated Needs	
Goal VIII	Increase Community Awareness of Lead Based Paint	
Goal IX	Increase Community Awareness of Fair Housing Issues and the Importance of Full Access to Housing Opportunities for Low-Income and Special Needs Individuals and Families.	
TOTAL DRAWN IN 2008⁴		\$613,502.00

Non-CDBG Funding

Non-CDBG funds reported to be utilized in the completion of 2008 projects totaled \$210,380, not including projects that were completed without CDBG funds requested. Other sources included private, Washington State Energy Maker, Office of Superintendent Public Instruction (OSPI), and local funds. The City of Pasco makes continuous efforts to identify “other” public and private resources to help address priority community needs. These resources are not accounted for in this report.

Geographic Distribution

Pasco’s CDBG and HOME funds are 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 described as Census Tracts 201, 202, 203 and 204. Pasco’s HOME dollars were used in central downtown Pasco, with priority given to the Museum and Longfellow neighborhoods of Census Tract 202.

³ PR02 Funded Amount

⁴ PR26 Line 15 Total Expenditures

Administrative Achievements (Goals I, IV, VI, IX)

Planning and administration activities in 2008 utilized \$88,242 for the Block Grant Administrator position, and other expenses necessary for administration of the CDBG Program. This year efforts were concentrated on housing and economic development issues.

The CDBG/HOME Administrator for the City of Pasco successfully passed the Certified HOME Program Specialist – Regulations exam from HUD with a score of 81 percent. The average score for the class was 73 percent, and 63 percent of the attendees passed. The certification is valid for 5 years. In addition, staff received training in performing environmental reviews and IDIS and performance measurements.

As a member of the Northwest Association of Community Development Managers staff has regularly attended the annual conference and developed a network of peers. Questions may be posed and information is routinely disseminated to members. The Tri-Cities HOME Consortium also works together to standardize processes and forms, sharing information to improve the program and processes.

As an advisory member to the Pasco Downtown Development Association (PDDA), staff attended monthly meetings and contributed to discussions regarding economic development efforts in the downtown central business core. Downtown activities currently include applying for IRS 501(c)(3) non-profit status, marketing products produced by clients of the Pasco Specialty Kitchen, developing ideas for new products for the Pasco Farmer's Market, and planning for the special events such as Fiery Foods Festival.

Throughout the year City staff actively participated as a voting member for Home Base, a local Continuum of Care housing network group that aims to reduce and prevent homelessness in the community. Staff has also been a member of the Ringold Work Group to meet the challenges the region faces regarding migrant farm worker housing issues

In May, the Benton and Franklin Counties Department of Human Services hosted the first meeting for the Supportive Housing Institute Team's Panel of Associates. The Tri-Cities HOME Consortium grant administrators were invited to participate as members of the panel. Together with team members, Common Ground, and leaders in the development of affordable housing in Washington State, the panel of associates learned about opportunities to develop permanent supportive housing in the Tri-Cities for residents with mental illnesses. Common Ground presented information on the supportive housing model and gave an overview of their organization, as well as the Institute focuses.

Affirmatively Furthering Fair Housing (Goal IX)

The Fair Housing Act and the CDBG and HOME Program rules pertaining to non-discrimination follow a history in the United State's affirmation of various civil right of its citizenry. The core principles of fairness and anti-discrimination are rooted in the Constitution and its Amendments, and a series of milestone civil rights laws that have further honed the concept of fairness in governmental and private actions. These laws were made not only to govern the individual citizen's actions, but also to establish the same standards of fairness and accountability for governmental actions.

Analysis of Impediments (AI) to Fair Housing

The Tri-Cities Analysis of Impediments (AI) to Fair Housing for the period of 2005–2009 was completed and submitted to HUD in November of 2004. The AI is a required document for Community Development Block Grant (CDBG) and HOME entitlement jurisdictions. It has become the basis for identifying specific patterns of violation of the Fair Housing Act and other laws, civil rights rules and regulations which occur in a local jurisdiction. Once partners are identified, communities can design effective strategies and goals to address fair housing problems. The general content of this Analysis of Impediment to Fair Housing includes:

1. Identification of Fair Housing laws and rules.
2. A discussion of what constitutes fair housing violations and impediments.
3. Discussion of the fair housing complaint processes and investigation protocol.
4. An overview of the Tri-Cities demographic profiles including income, population attributes, economic conditions, and general housing market conditions.
5. Data from a variety of sources including local mortgage lending performance, complaint data, etc.
6. Review of local permitting and housing codes as well as housing program rules and practices, and local government practices which impact housing.
7. Identification of specific goals and actions to address identified impediments as well as ways to affirmatively further fair housing in the area.

Actions Supporting Fair Housing (Goal IX)

The City of Pasco actively supports fair housing, by translating fair housing materials into Spanish for distribution to the largely Hispanic population. All posters and publications relating to fair housing are presented in both English and Spanish. Public information notices and public hearing notices related to fair housing are advertised in the Tri-City Herald and in La Voz, a local Spanish language newspaper. Responsibility for compliance with Section 504 is assigned to the Human Resources Manager for better oversight and coordination.

The Tri-Cities HOME Consortium set up a booth in the Columbia Center Mall June 6th in honor of Homeownership month. Materials regarding homeownership programs offered through the Consortium were made available in addition to Fair Housing Publications in English and Spanish. On October 28th, the Tri-Cities HOME Consortium hosted the Tri-Cities Fair Housing and Landlord Tenant Workshop which was attended by over 65 participants. The Workshop was held at Columbia Basin College and presentations were given by the HUD Spokane Field Office, Office of the Attorney General, Northwest Fair Housing Association and Columbia Legal Services.

Complaints

The Department of Housing and Urban Development (HUD) has the responsibility to enforce the Fair Housing Act. Complaints that are filed may be investigated directly by HUD or may be investigated and processed by the Washington State Human Rights

Commission, the State Attorney General or other designated fair housing enforcement entity. The Human Rights Commission has separate jurisdiction over claims of discrimination covered under state law, but not covered under federal law.

It is also not unusual for individuals to contact local CDBG/HOME Programs directly. Our Community and Economic Development Department, responsible for the City of Pasco CDBG/HOME programs, will pass the complainant on to the Regional HUD office (in Seattle). HUD will generally turn over investigation duties to its Office of Fair Housing and Equal Opportunity (FHEO) which is also located in Seattle.

During the 2008, program year the Community and Economic Development office did not receive any official complaints that were filed with the city. Nor is the city aware of any official complaints made elsewhere. An unofficial complaint was conveyed to the City by the Northwest Fair Housing Alliance regarding the alleged failure of the landlord to refund a deposit. This complaint was forwarded to the Pasco Police Department.

Affordable Housing (Goal IV)

A major issue facing most communities in the US has been the fact that housing costs have been outstripping the increases in household income. Households in the Tri-Cities are also faced with this problem.

Owners are generally considered cost burdened when they pay more than 30% of their monthly income for principal, interest, property taxes, insurance and basic utilities. According to HUD CHAS data, 61.5% of extremely low-income homeowners in the Tri-Cities in 2000 were cost burdened.

Renters are considered cost burdened when their rent plus basic utilities exceeds 30% of monthly income. A total of 53% of Tri-Cities renter households that have incomes of less than 50% of median income, are paying more than 30% of their income for rental housing. The corresponding percentages for the individual cities are: Richland (54%), Kennewick (53%) and Pasco (50%).

Pasco's CHAS reports that 77% of households with incomes at or below 30% of area median were burdened by housing costs or had other housing problems (such as overcrowding); 68% of households with incomes between 31% and 50% of area median income had housing problems; and, 47% of households with incomes between 51% and 80% of area median income had housing problems. Ordinarily, local governments have little or no control over many of the factors that affect housing prices, including national and international economic trends, private lending practices, interest rates, labor, material costs, and other factors that are subject to change, along with the cycles of the national and regional economics. Population growth, migration patterns, and shifting demographics can also have dramatic effects on the demand for land and housing, but are largely out of the realm of local government's control and influence.

An Apartment Rental Survey conducted by Crown Property Management as of September 2008 indicates that occupancy rates for the Cities of Kennewick, Pasco and Richland have increased slightly during the past year, with Kennewick increasing from 95 to 96 percent, Pasco from 95 to 96 percent, and Richland from 95 to 97 percent occupancy. With the increase in occupancy rates, rent rates have also increased, Kennewick's average rent increased by 4 percent, Richland's average rent has increased

by 3 percent, and Pasco's average rent has risen less than 1 percent. Higher occupancy rates could be the progression of households moving into the increased inventory of multi-family dwelling units, particularly in the City of Pasco.

An online affordable rental housing inventory, completed by RECA Foundation as part of 4people.org was updated in 2008, and made available to case managers and housing providers to match those in need of housing to available housing in the community.

Additional Support for Affordable Housing (Goal IV)

In 2008, the Community Housing Improvement Program (CHIP) was allocated approximately \$198,304 in HOME funds to continue affordable housing activities in the target neighborhoods. Actual accomplishments for HOME projects are reported by the Lead Jurisdiction in the City of Richland Consolidated Annual Performance Evaluation Report (CAPER).

Habitat for Humanity permitted nine single family dwelling units for low income housing in the Tierra Vida Phase 1 final plat (73 lots). Seven La Clinica Self-help Housing homes from the 2005 CHDO projected received final inspection.

In response to an increase of home mortgage foreclosures, the Good Neighbor Next Door (GNND) Program established a HUD revitalization zone in a Pasco neighborhood with a high (Real Estate Owned) REO rate. Teachers, police officers and EMT's that are employed by the City and first time homebuyers are eligible to purchase a home in the HUD revitalization zone for a discount. Additional funds may be available as a loan to rehabilitate the home.

In 2008, Pasco was identified as an area of greatest need. Pasco will receive \$402,141 for the Neighborhood Stabilization Program (NSP) from Washington State Community Trade & Economic Development (CTED). In anticipation of this award, the City issued an RFP to 11 member organizations of Home Base, the Benton Franklin Continuum of Care housing network, soliciting projects for consideration. One response was received for proposed foreclosure mitigation, an ineligible activity for this block of funds. Absent serious interest in other feasible projects, a preliminary plan was developed to provide first time homebuyers assistance for the foreclosed homes. This plan will be submitted to CTED April 1, 2009.

Lead-based Paint (Goal VIII)

The City of Pasco undertook the following actions in 2008 to increase community awareness of lead based paint and its hazards. The City provided education on lead based paint, including actions to take when rehabbing or remodeling a home, steps to take if exposure to lead hazards is suspected. In addition, information was provided to area contractors regarding Safe Work Practices Training Class offered in Spokane. Several contractors from the Tri-Cities sent their employees to this training.

The City of Pasco distributed the pamphlet "Reducing Lead Hazards When Remodeling Your HOME" published by the Environmental Protection Agency (EPA). The pamphlet "Protect Your Family from Lead in Your Home" published by EPA was distributed to potential housing clients, and made available at the City of Pasco information center.

In compliance with Program Update 05-11, Pasco utilized the Lead Based Paint (LBP) Safe Checklists to evaluate applicability of the Lead Safe Housing Rule to City of Pasco CDBG and HOME projects. The City of Pasco continues to work with approved contractors to perform lead-based paint testing to identify lead hazards, and assure compliance after remediation work through risk assessments and clearance exams for persons assisted by the Community Housing Improvement Program (CHIP).

MANAGING THE PROCESS

The City of Pasco monitors CDBG program subrecipients 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 at “high risk” more on-site monitoring visits will be conducted. Technical assistance is offered throughout the year, both to new subrecipients and existing subrecipients. Subrecipients 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 must be submitted to assist in analyzing strengths and weaknesses of the activity.

Housing projects funded by CDBG 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 CDBG regulations. All housing projects, including CDBG and HOME, 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 building codes for final inspection approval.

Use of CDBG and HOME funds are primarily concentrated in Census Tracts 201, 202, 203 and 204, where there is also a high minority concentration. The City of Pasco provides maps and descriptions of the geographic regions where CDBG and HOME funds are planned in the Annual Action Plan. Significant changes to the Annual Action Plan require Citizen Participation. In 2008, there was one amendment to the Annual Action Plan.

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 La Voz, a local Hispanic newspaper, and the Tri-City Herald. For the City of Pasco overall Citizens Participation Plan reference is made to pages 269-274 of the Consolidated Plan.

A display ad was published in the Tri-City Herald in English and in Spanish announcing the availability of 2008 CDBG applications on May 15 and May 20, 2007. On May 22, 2007 a letter was mailed to all past organizations who solicited funds over the past five years with a copy of the 2008 CDBG application packet. The deadline for receiving applications was set for June 15, 2007.

The City of Pasco received 14 applications; requests for funding totaling \$971,500. On July 20, 2007, the Planning Commission held a public hearing and heard oral presentations from applicants for 2008 CDBG funds. Discussions for action were held at

the August 17, 2007 Planning Commission meeting and recommendations were forwarded to Pasco City Council.

On September 17, 2007, a public hearing was held before Pasco City Council to consider the Planning Commission recommendations for 2008 CDBG allocations and work plan. After the public hearing, Council approved the 2008 CDBG Annual Work Plan as recommended.

A display ad published in the Tri-City Herald and La Voz on October 11, 2007 began the 30-day review period. The 2008 Annual Action Plan was finalized November 13, 2007 after expiration of the 30-day public review period whereas no comments were received. The plan was submitted HUD on November 15, 2007.

A display ad published in the Tri-City Herald on July 6, 2008 began the 30-day review period for a substantial amendment to the 2008 Annual Action Plan. On July 17, 2008, a workshop was held before Pasco Planning Commission to consider recommendations for amendment to the 2008 CDBG allocations and work plan. The amendment added the CHIP Rehab Repair, LID Assistance, and Kurtzman Park Neighborhood Improvement Plan Design activities reallocating some funds and reducing a public service activity. An increase in funding of \$40,000 was reallocated from a prior year project. After discussion, Pasco Planning Commission recommended the 2008 CDBG Amendment to the Annual Plan be forwarded to City Council for action. City Council discussed the proposed amendments in a workshop on July 28, 2008 and approved the amendment to the 2008 CDBG Annual Work Plan as recommended at the August 4, 2008 meeting. The 2008 Annual Action Plan Amendment was submitted to HUD on August 25, 2008 after expiration of the 30-comment period comments were received.

On March 15 and 22, 2009 an ad was published in the Tri-City Herald and on March 12 and 19 in La Voz Hispanic Newspaper announcing the 2008 Consolidated Annual Performance Evaluation Report (CAPER) was available for public review and comment, the comment period was closed March 31, 2008 with no comments being received and the 2008 CAPER was transmitted to the Community & Planning Department, United States Department of Housing and Urban Development on April 1, 2008. No comments were received from the general public, comments received from community partners were incorporated.

INSTITUTIONAL STRUCTURE

The City of Pasco is committed to support various activities outlined in the Consolidated Plan to strengthen and coordinate actions with housing, non-profit and economic development agencies. Staff continues to be an active member of the Benton Franklin Housing Continuum of Care (Home Base) 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 encourages and supports joint applications for resources and programs among housing and public service entities.

MONITORING

1. Describe how and the frequency with which you monitored your activities.

2. Describe the results of your monitoring including any improvements.
3. Self Evaluation
 - a. Describe the effect programs have in solving neighborhood and community problems.
 - b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.
 - c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.
 - d. Indicate any activities falling behind schedule.
 - e. Describe how activities and strategies made an impact on identified needs.
 - f. Identify indicators that would best describe the results.
 - g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.
 - h. Identify whether major goals are on target and discuss reasons for those that are not on target.
 - i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

The City of Pasco is responsible for monitoring the CDBG program subrecipients to ensure compliance with all federal, state and local rules, regulations and laws. In 2008, the Block Grant Administrator conducted monitoring of subrecipients and their activities through phone conversations, written correspondence, desk monitoring, and at least one on-site monitoring visit every two years. Any activity determined to be "high risk" receives additional monitoring and on-site visits. Technical assistance is offered throughout the year, to new and existing subrecipients. Subrecipients 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 submitted to assist in analyzing strengths and weaknesses of the activity. The City continues efforts to effectively monitor and report accomplishments of the CDBG and HOME activities. This year, all subrecipients were provided with a copy of "Playing by the Rules." During the subrecipient site monitoring visit the contents of the manual were reiterated to be a very good resource for administrative guidance.

In the past few years, the City of Pasco has experienced the largest growth in investment, housing, and new business in the history of the City. City of Pasco's strategies have made positive impacts toward providing decent housing and a major improvement to a suitable living environment for low and moderate income persons. Economic growth in the community continues at a slower pace than previously experienced.

The activities and strategies implemented by the City of Pasco have made positive impacts toward providing decent housing and improving the living environment for low- and moderate-income persons. Creation of economic solutions and jobs is also positive. Overall, the City of Pasco has carried out the objectives adopted in its 2008 Annual Plan and the 2005-2009 Consolidated Plan.

The performance measurement system has three main components; goals, outcomes, and indicators. Goals within the following categories will be selected; suitable living environment, decent housing, and economic opportunity. The second component, outcomes, will focus on availability/accessibility, affordability, and sustainability.

- Availability/accessibility applies to activities that make services, infrastructure, housing, commercial or employment opportunities or shelter available or accessible to low and moderate income people.
- Affordability applies to activities that help, in a variety of ways, to reduce the cost burden for low and moderate income people.
- Sustainability applies to projects where the activity or the activities are aimed at improving a neighborhood by helping to make it livable or viable for principally low and moderate income people.

The third component, Indicators, will report 1) How funding is leveraged, 2) Number of persons, households, units served, 3) Income levels of persons or households by 30%, 50%, 60%, or 80% of an area median income, 4) Number of communities/neighborhoods assisted, and 5) Current racial/ethnic and disability categories.

HOUSING

The City of Pasco recognizes the need to increase the supply of standard, affordable housing through the acquisition or rehabilitation of existing housing units and, if appropriate, the construction of new units. This effort includes promoting home ownership opportunities. The City supports the idea of, although indirectly through other agencies, providing rental assistance to alleviate rental cost burden, including severe cost burden, experiences by lower income families and individuals.

Through land use control, the City provides for increased housing choice and opportunity both within and outside the areas of minority and low-income concentrations. The City assists low-income families in rental units through code enforcement and housing rehabilitation action. The City encourages assistance to those who could benefit from participation in a home-ownership program or an organized program to achieve economic independence and self-sufficiency.

HOUSING NEEDS

The quality of the housing stock in low/mod income neighborhoods continued to improve during this reporting period. The Good Neighbor Handbook was distributed in English and in Spanish to all residents in the city. This handbook informs residents and landlords informed of property maintenance and housing codes to protect their homes and investments. The rental inspection program helped to ensure that decent housing and a suitable living environment is available for all the citizens of Pasco, regardless of their income level. The Crime Free Housing seminar, conducted by the Pasco Police Department, is designed to assist landlords with property maintenance and code enforcement issues improving the quality of life in low-moderate income neighborhoods.

SPECIFIC CDBG HOUSING OBJECTIVES

Decent Housing Projects (Goal IV)

In 2008, three projects to improve affordability, accessibility, and sustainability of decent housing were completed, using \$59,778 in CDBG funds. Benton Franklin Community Action Committee Energy Efficient House program assisted eight low-income households with weatherization assistance utilizing \$20,000, one of which required lead-based paint removal. Catholic Family Services Volunteer Chore Services assisted one low income household with wheelchair access or household repairs such as window replacement utilizing \$821 in CDBG funding. The Catholic Family Volunteer Chore Services program depends highly on volunteers to carry out projects. Unforeseen circumstances prevented more than one wheelchair access project from being completed this year. Funding totaling \$6,000 will be carried over for 2008 projects to be completed in 2009; the remaining balance of \$13,179 will be reallocated to the LID assistance program. In 2008, LID assistance was provided to four households. There is a need for approximately \$30,000 to provide LID assistance to four households in 2009.

In 2008, funds totaling \$28,854.57 was utilized to provide LID assistance to four households.

The Community & Economic Development Department used CDBG funds totaling \$48,000 to partially fund program delivery of a code enforcement program to sustain a viable living environment for low/mod income neighborhoods. The Code Enforcement Board, made up of volunteer Pasco citizens, helps to sustain livable neighborhoods by promptly responding to citizens' code enforcement needs. During this reporting period, 934 properties were brought into compliance, and 1045 new violation notices were issued citywide, 610 new violation notices were issued and 524 properties were brought into compliance in targeted low/mod income neighborhoods (Census Tracts 201, 202, 203, and 204). The success of this program can be seen in the appearance of the neighborhoods by arresting deleterious activity.

Location of Code Enforcement Activity	New Violations Opened	% Opened in LMI	Properties in Compliance	% Closed in LMI
2008 LMI Census Tracts	610	61%	524	56%
2007 LMI Census Tracts	606	58%	610	57%
2008 City Wide	1001		934	
2007 City Wide	1045		1078	

The City of Pasco publishes a *Good Neighbor Handbook* in English and Spanish informing homeowners of Pasco Municipal Code requirements encouraging them to utilize the services of City staff to help them avoid costly building code violations and deficiencies creating an unsafe environment for the inhabitants.

Code Enforcement conducts a biennial rental inspection program for all properties offered to the public. Through the licensing and inspection process, property owners are required to ensure that rental units offered to the public meet minimum housing standards 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 helps to maintain an inventory of affordable rental units by ensuring that all units are well maintained and suitable for habitation.

HOME INVESTMENT PARTNERSHIPS AND AMERICAN DREAM DOWN PAYMENT INITIATIVE (ADDI)

The City of Pasco is a member of the Tri-Cities HOME Consortium together with the cities of Kennewick and Richland. Richland is the lead organization and reports HOME activities for all three cities accordingly.

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 make a contribution to show support of affordable housing in the community. The contribution is considered to be a match for federal HOME dollars and must be 25% 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, volunteer labor, reduced cost for land purchased below appraised value, reduced financing fees from lenders and appraisers, and donated construction materials.

In 2008 the Tri-Cities HOME Consortium received ADDI funds totaling \$5,220 which were allocated to the City of Pasco for down payment assistance.

Homeownership Opportunities (Goals IV)

The City of Pasco received HOME funds totaling \$193,224 in 2008 for use in the newly developed Community Housing Improvement Program (CHIP). Pasco contracted with Kiemle & Hagood Company to continue the Community Housing Improvement Program (CHIP) started in 2006. CHIP provides first time homebuyers assistance and owner-occupied rehabilitation loans to assist in rehabilitating Pasco's downtown Museum and Longfellow neighborhoods. In 2008, Kiemle & Hagood completed an independent review of the 16 rehabilitations completed to validate cost reasonableness.

Community Housing Development Organization (CHDO) Housing Opportunities (Goals IV)

La Clinica Self Help Housing was awarded \$101,907 of 2005 Pasco CHDO funds to be used to purchase land and develop seven new homes on North Charles in Pasco through their sweat equity program. Engineering design and infrastructure improvements were completed in 2006, but construction of the seven homes originally scheduled to be completed by October 2007, was extended to December 2008. As of December 31, 2007 four homeowners had purchased the lots and were using sweat equity to build their new homes, and three applicants had been submitted to a local lender for approval prior to starting construction of the three remaining homes. As of December 31, 2008, all seven La Clinica Self-help Housing homes from the 2005 CHDO projected received final inspection.

Habitat for Humanity was awarded the 2008 CHDO Set-aside funds totaling \$92,253 for the purpose of providing direct subsidy assistance to homeowners to offset the expense of

building permits and related fees for the Tierra Vida housing project. This project will provide 12 affordable homes for low/very low income families in Census Tract 201.

Housing projects funded by CDBG and 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 CDBG and HOME regulations. All housing projects are required to secure building permits, comply with municipal zoning and building code requirements, and meet federal requirements of the HOME program.

Franklin County Affordable Housing Trust Fund Housing Opportunities (Goal IV)

The City of Pasco strives to help identify service delivery methods that are meaningful to our diverse community, and work with other public and private organizations to make a positive impact in this area. Local funding sources were sought through an application to the Franklin County Affordable Housing Trust Fund to help reduce the incidence of homelessness. In 2008, \$144,119.53 was utilized to rehabilitate three homes in Pasco. One applicant home was unable to receive assistance because the property did not conform to Pasco municipal codes. Any assistance provided would have triggered additional requirements that would have become a cost burden for the homeowner at a later date.

NEEDS OF PUBLIC HOUSING

In the Tri-Cities, public housing authorities facilitate tenant councils in their respective jurisdictions. 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 PHA as allowed by federal regulation.

Pasco and Franklin County Housing Authority Housing Opportunities (Goal IV)

Pasco and Franklin County Housing Authority (PHA) has 24 farm worker units, 280 low income units, 318 Section 8 vouchers and 44 homeless/migrant units. 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 bi-annually for compliance with minimum housing standards per the International Property Maintenance Code. Public Housing and Section 8 properties are inspected and certified by HUD inspectors and 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

Pasco monitors available land, zoning, and land use to accommodate projected population increases and housing requirements of all income groups. Development costs, fees, and rising housing prices are all barriers to affordable housing. Additionally, recent increased costs for energy and rebuilding needs resulting from disasters are also 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 increasing in housing development, land and costs associated with moving into houses. 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.

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. Land use actions for this year included six rezones, four short plats, three preliminary plats, 11 final plats and 15 special use permits.

Pasco exercises clear control in setting local land use and development regulations, which can, and do, have significant impacts on housing development costs. The areas of land acquisition, site development, and construction costs are most notable. These costs are reflected in local housing prices. Recognizing the links between land use regulations and housing costs, Pasco encouraged affordable housing by reviewing and, where appropriate, updating land use and development policies contained in local comprehensive plans, zoning ordinances and subdivision ordinances that regulate how land can be used and developed.

In 2008, the completed and updated Comprehensive Plan was presented City Council for adoption. In addition, the City's Comprehensive Growth Management Plan was completed and approved this year. This Plan has been a focus for the planning division over the past year. Changes include a modest expansion of the Urban Growth Area (to include about 1,000 additional acres in the northwest portion of the community) to accommodate projected population growth.

Licensing and Permits

Pasco is sensitive to the issue of processing time. The permitting process is continuously reviewed and changes are made, where appropriate. In 2008 Pasco utilized the TRAKIT permitting system. This new geo-based system, shares information across departments

and improves efficiencies. It is used in planning various types of projects, licensing, and permitting and code enforcement. It expedites reviews and inspections by allowing concurrent actions to occur.

Housing activities permitted in 2008 totaled \$82,932,596, a reduction of 22% from 2007 housing activities permitted totaling \$106,210,441. This is a natural progression as previously approved developments are built out and occupied.

PERMIT TYPE	# of Permits	2007 Valuation	# of Permits	2008 Valuation
Residential	1,571	\$106,133,340.52	1,394	\$82,900,395.84
Mobile Home	6	\$77,100.00	8	\$32,200.00
TOTALS	1,577	\$106,210,440.52	1,402	\$82,932,595.84

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 be easily provided.

Extension of Transportation and Utility Service

The City 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.

HOMELESS NEEDS

Housing Needs of the Homeless and At-Risk Populations (Goal VI)

Pasco residents have access to a variety of agencies located throughout the bi-county area that provide specialized facilities and other services for the homeless and special needs populations. While reliable statistical data is not available for the homeless and special needs populations, the survey that was conducted for this study shows there are minimal gaps in facilities and services that are available and in the area’s ability to meet the needs of these people. The housing needs for Pasco’s homeless teens reveal a need for 188 additional shelter bed nights and 71 additional shelter bed nights are needed for the severely mentally ill; there is also a need for additional supportive services such as counseling and special education.⁵

In January 2008, Pasco staff participated in a point-in-time count. Benton and Franklin Counties counted 517 individuals within 306 family units reported as living in some sort of homeless condition. Funding sources utilized, (other than CDBG and HOME), to assist Benton and Franklin county providers included Section 8, McKinney-Vento Homeless Assistant Act Funds.

The Benton Franklin Community Action Committee (CAC) is the lead agency for Home Base, a consortium of government agencies, non-profits and faith-based organizations in

⁵ Statistical Data Obtained from US Dept. of HUD and the City’s Comprehensive Housing Assistance Strategy [CHAS].

Benton and Franklin Counties. Home Base serves as a one-stop coordination system to connect those in need with services needed. Access is available to member case managers in community services offices and agencies across Benton and Franklin counties. Shared case information helps member agencies and case managers to expedite counted client intake and eligibility screening. An inventory of facilities and services for homeless populations in Benton and Franklin Counties is provided below.⁶

Homeless Families

Information on the needs of homeless families in Pasco (other than special needs population) comes mainly from the number of requests for assistance received by the Pasco Housing Authority indicates that numerous calls are received from families needing immediate assistance. The number of requests that can be dealt with varies considerably depending on whether the Authority has funds available for assistance. Demand exceeds response capability. The Pasco Housing Authority typically has about 50 families on the Section 8 waiting list who are homeless and over 300 families on the waiting lists at any given time who are inadequately housed. In addition to the Pasco Housing Authority, temporary shelter is provided by the Salvation Army Shelter and Tri-Cities Union Gospel Mission both located in Pasco. The vast majority of the homeless served are transitional. These people are passing through the area or waiting for permanent housing through other programs. The Point in time Count revealed 306 homeless family units remain unsheltered in Pasco.

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 bed nights 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 eight Oxford Houses of Washington. There is currently only one available for women with children, and seven transitional houses for men operating in the Tri-Cities, providing housing for 64 individuals. Benton Franklin CAC, in partnership with the Salvation Army provides approximately 2,746 emergent bed nights per year. These are currently available for emergency homeless housing to address a demand at twice that figure.

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 Community Action Committee and, if applicable, at the local domestic violence shelter providing 3,505 bed nights for families with children. Domestic Violence Services of

⁶ Home Base, A Continuum of Care System for Benton & Franklin Counties

Benton and Franklin Counties have 35 beds available for victims of domestic violence and provide 4,000 bed nights per year.

Homeless prevention is also available through these same agencies providing assistance with eviction and first months rent. Food, clothing, utility assistance, hygiene, blankets and other necessities are also usually adequately available through 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 Community Action Committee 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 offer assessment and emergency referral to outpatient services or the Department of Children and Family Services 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.. Lourdes Counseling Center (Richland), Catholic Family and Child Services (Richland and Pasco) and Nueva Esperanza (Pasco) conduct intakes to determine eligibility. The Crisis Response Unit also provides 24/7 crisis outreach to Benton and Franklin Counties. The Crisis Response Unit has access to eight beds for crisis respite at the Crisis Stabilization Unit, formally the Detox Center, operated by Nueva Esperanza, and eight beds at Cullum House, (operated by Lourdes Counseling Center) for individuals requiring supervised care up to 90-days

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 by one of the county contracted substance abuse agencies and/or the Benton and Franklin Counties Substance Abuse Assessment Center, co-located with the mental health Crisis Response Unit in Kennewick. Outreach, referral, and outpatient treatment services are provided by for-profit and non-profit agencies under contract with the Benton and Franklin Counties Department of Human Services. Clean and sober housing 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 Service (Casita del Rio) has two programs under one roof (a 28-day inpatient and a six-month residential program) it is a local residential treatment facility for women (Kennewick), they also have a Men's Facility in Buena. Treatment services are also available, subject to eligibility, referral, and bed availability at state licensed facilities outside Benton and Franklin counties.

Dually Diagnosed Mentally Ill Chemical Abuse (MICA)

Lourdes Counseling Center provides substance abuse assessments, outpatient treatment and case-management services to the MICA population and has a small MICA group that serves at no charge to the public system. Comprehensive Mental Health in Yakima provides residential substance abuse treatment for individuals who are involved in the criminal justice system, are mentally ill/chemically addicted.

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 for working age adults ages 21-61, and community access services for retired individuals ages 62+ are provided under county contracts administered by Benton Franklin Human Services. Early Intervention is provided for children birth to 3 years old also. DDD case managers are assigned to eligible people and agencies through contracts negotiated by the case managers or the counties. The caseload is currently approaching 1,200 and is growing by nearly 100 cases annually.

HIV/AIDS

The Benton Franklin Health District serves persons in both counties with HIV/AIDS. They provide testing services, medical case management, and community outreach. The Benton and Franklin Counties Department of Human Services and the Kennewick Housing Authority participate in HOPWA/REACH programs with both short-term and long-term housing assistance to eligible persons with HI/AIDS in order to prevent homelessness. The HOPWA/REACH program serves a six county region, including Benton, Franklin, Asotin, Columbia, Garfield, and Walla Walls Counties. Locally, the Hospice Center provides housing and services for those reaching the final stages of their illness.

Victims of Domestic Violence

The Pasco Police Department Domestic Violence Response Unit provides a proactive, pro-arrest approach in responding to domestic violence. The primary focus is on victim safety followed closely by perpetrator accountability. In 2008, the DVRU worked to recruit and train volunteers to assist victims at the time of crisis with safety planning and other essential needs. The DVRU recently established a Protection Order Clinic on Wednesdays from 11:30 a.m. to 1:30 p.m. to assist members of the community in completing the forms when seeking protection through the legal system.

In 2009, the DVRU will continue to build partnerships in the community to facilitate the services needed when families experience domestic violence. One of the greatest needs is being addressed through a partnership with Jericho Road Ministries to establish a safe house in Pasco for victims of domestic violence unable to access another resource. For more information concerning the Pasco Domestic Violence Response Unit contact Kim Keltch, DV Services Coordinator at (509) 544-3068.

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 as 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 the public service agencies use for emergency placement prior to foster care.

Veterans

Traditional veteran's services are available throughout the Tri-Cities for employment, financial assistance (Veterans Relief Fund), and Health Care. Benton Franklin Community Action Committee coordinates emergency housing and homelessness prevention funds in the bi-county area for veterans or anyone in need.

Services to aid transitional veterans in assimilating back into the civilian environment are provided to all veterans and their families, within the five county areas of Adams, Benton, Franklin, Grant, and Walla Walla counties through the Columbia Basin Veterans Coalition, a non-profit organization located in the Tri-Cities.

Urgent Need/Emergency Assistance

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 for veterans or anyone in need.

Continuum of Care Summary (Goal VI)

City of Pasco staff will continue to be involved in Continuum of Care planning efforts undertaken by Benton Franklin Home Base, a continuum of care system for Benton and Franklin Counties, 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.

EMERGENCY SHELTER GRANT (ESG)

The City of Pasco does not receive ESG funds.

COMMUNITY DEVELOPMENT

ECONOMIC DEVELOPMENT

Economic Development efforts and diversification from Hanford employment is a high priority in the Tri-Cities. The City of Pasco continued to play an active part in economic development participating in monthly meetings with economic development directors from Kennewick, Richland and West Richland. Specific actions undertaken in 2008 for recruitment and retention of businesses to provide livable wage jobs and expand

economic opportunities resulted in commercial/industrial construction projects valued at \$40 million permitted in 2008 compared to \$81.6 million in 2007. Industrial development totaled \$22.6 million compared to \$13.1, and Commercial Development totaled \$17.5 million compared to \$68.4 million.

PERMIT TYPE	# of Permits	2007 Valuation	# of Permits	2008 Valuation
Commercial	269	\$68,417,435.96	227	\$17,469,084.40
Industrial	41	\$13,153,451.20	47	\$22,553,684.00
TOTALS	310	\$81,570,887.16	274	\$40,022,768.40

	# of Permits Issued	Valuation of Work
COMMERCIAL	227	\$17,469,084.40
CHURCH	2	\$354,947.76
DEMOLITION	2	\$28,157.00
HOSPITAL	2	\$1,610,624.56
Hotel	2	\$817,483.80
MAJOR ALTER/REPAIR	72	\$11,018,421.83
MINOR ALTER/REPAIR	78	\$307,221.00
Rec/Amusement	1	\$9,448.96
SCHOOL	3	\$1,441,123.46
SIGN	53	\$421,800.26
STORE	12	\$1,459,855.77
INDUSTRIAL	47	\$22,553,684.00
INDUSTRIAL	43	\$22,210,325.14
MINOR ALTER/REPAIR	2	\$8,510.34
PUBLIC WORKS	2	\$334,848.52
Totals:	274	\$40,022,768.40

Heritage Industrial Park/Foster Wells/SR-12 Corridor

The City continued to work closely with the Port of Pasco, TRIDEC, BNSF Railroad and private property owners to provide the necessary public investment to “set the stage” for industrial development in the areas of Heritage Industrial Park, Foster Wells Road and the SR-12 Corridor. Railroad switches and line extensions, road and utility improvements and extensions, and work with private investors are ongoing and expected to continue in 2009.

Improve Economic Opportunities (Goal I, VII)

The goal of the Pasco Specialty Kitchen project is to improve economic opportunities in the Pasco downtown area (Census Tract 202). This project utilized funding totaling \$50,000 for a program manager at the commercial kitchen who provides technical assistance and commercial kitchen facilities to under-capitalized micro-enterprises. In 2005, the kitchen partnered with Pasco High School to offer Culinary Classes to Pasco High School Students. One student of the program is now an employee of a Specialty Kitchen client. The student will receive continued on-the-job training, and gain valuable work experience opening up opportunities for advancement within the food industry.

Six new businesses, received technical assistance in 2008 through the Pasco Specialty Kitchen incubator, bringing the total count to 54 businesses assisted to date adding nine new FTE jobs in 2008 from new and existing businesses, 5.5 of which were low-moderate income jobs. The long-term goal is that these micro-enterprises would eventually locate in the Pasco downtown. Plans are in place to develop additional store

frontage to give the starting entrepreneur time to build up capital to move out on their own. Most of these businesses sell their product at Pasco Farmers Market and other local markets. The types of jobs created by these micro-enterprises range as follows: Catering, Baking, Decorating, Food Service, and Manufacturing. This development of the Culinary Class project has also created the need for two teaching positions, in addition to a program manager.

The façade improvement program is slowly getting up to speed, two façades improved to date. In 2008 three neighboring properties are in the design review process, and an additional one is in the application stage. This project when completed in 2009 will make a marked improvement in the downtown business district. Another property involving three façades has been placed on hold until a later date at the applicant's request.

The Benton Franklin Council of Governments (COG) provided a loan in August 2006 to a training information technology consulting firm 76% of which was provided by the Pasco CDBG Revolving Loan Fund. The loan of \$175,000 was for working capital and gap financing to purchase equipment. The company agreed to create 10 full-time equivalent jobs, 51% of which would be held by or made available to low-moderate income persons in Pasco. In 2008, one full-time equivalent job was created and filled by a low-moderate income Pasco resident. This brings to a total of six (6) LMI jobs created (60%) to date.

In 2008, a loan was provided to a local manufacturing company through the COG, 100% was provided by the Pasco CDBG Revolving Loan Fund. The loan of \$100,000 was to provide working capital and equipment for non-construction expansion of manufacturing operations. It was estimated this project would retain 12.5 jobs and create two (2) new jobs to be held by or made available to low-moderate income persons in Pasco. In 2008, three (3) new full-time equivalent jobs were created and filled by low-moderate income Pasco residents, 100% of the jobs created to date.

Benton Franklin Council of Governments (COG) maintains its own CDBG revolving loan account from the repayment of economic development loans originally funded by the CDBG Program. In 2008, Benton Franklin Council of Governments reported \$69,291.01 received in repaid principal, interest earned from borrowers \$18,883.24, and expenses charged \$14,052.07, other interest returned to HUD totaled \$5,901.20.

Tri-Cities Enterprise Association (TEA) is no longer in operation, and CDBG funds of \$34,617.92 in their revolving loan account were transferred to the COG revolving loan account in April 2008. Three micro-enterprises that received have assistance through TEA reported repaid principal totaling \$2,671.51, interest earned from borrowers \$185.14, and the balance of outstanding accounts receivable total \$1,568.79. Three and one-half FTE jobs were created in 2008, of which 100% were held by or available to low-moderate income persons in Pasco. COG will remit interest earned during 2008 on this account directly to HUD.

COMMUNITY DEVELOPMENT

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 activity, part of which is for infrastructure in the City, receives more than the regular review process to determine its value rating to the citizens living in Pasco, particularly the low/mod income households. As an example, the City several years ago decided that within the budget it was necessary to install handicap ramps on all of the older areas of the City. In 2008, CDBG funds totaling \$278,750 was budgeted for improvements to priority public facilities. Projects completed utilized \$233,767 in funds.

Community Infrastructure (Goal II)

Public Works completed infrastructure improvements utilizing \$138,213 in funds for the installation of 132 handicap ramps in two different areas of located in east Pasco (Census Tracts, 203 and 204) providing accessibility to a suitable living environment for 1,149 disabled neighborhood residents.

Public Facility Improvements (Goal III)

Four public facility improvement projects in low income neighborhoods utilized \$238,930 in 2008.

The Boys & Girls Club (Census Tract 204) used \$156,813 and leveraged \$27,525 in private funds to eliminate 1,000 square feet of unused hallway space in which youth were unsupervised. The games room renovation project increased game room size allowing for increased recreation and education program opportunities, private funds provided for new equipment for the games room. Currently, there are approximately 1,200 members enrolled at the Main Branch in Pasco; over 320 youth are served per day. Statistics show that since the opening of the Boys & Girls Club, the Pasco Police Department reports a decrease of over 63% in calls for juvenile service in the Sprucewood Square Housing Development, and 100% reduction in graffiti over the last year. The Boys & Girls Club played a significant role in that outcome by providing safe, healthy and constructive activities for school-aged children. Over the last six years, over \$300,000 in cash has been raised by the Boys & Girls Club to provide match dollars for these projects through private gifts and capital grants, such as DCTED (\$62,000) and Charlotte Martin Foundation (\$50,000).

At the Martin Luther King Center (Census Tract 201) the gym remodel project, budgeted for \$40,000 in 2007, expended \$5,000 for work continued in 2008. This project is expected to be completed in Program Year 2009 with additional funding. Installation of a storm water drainage system at the Martin Luther King Center, alleviated damage to the facility caused by periodic flooring that also rendered parts unusable at times. The storm water drainage system project utilized \$28,163 in 2008. A total of \$33,163 was expended in 2008 for Martin Luther King Center physical environment improvements.

Volunteer Park utilized \$101,186 in 2008 to extend the ADA pathway and unfinished sidewalk for enhanced accessibility, construct picnic pavilions and surface the deteriorating parking lot (Census Tract 202). This project was extended to 2009 for completion of the picnic pavilion.

The Peanuts Park ADA restroom project was extended to 2009 for completion.

Priority Public Services (Goal V)

Three priority public service projects utilized \$86,000 in funding this reporting period to provide benefits to low/mod income clientele at three neighborhood facilities serving at risk youth in Census Tracts 201 and 202, and elderly and disabled persons city-wide. Vital educational, recreational, social programs and services attracted a combined total of 2,529 people who were served.⁷ Of this number, 1,900 were elderly clients aged 62 and over, and 629 were youth and non-elderly. Individuals age 62 and older total approximately 10.2 percent of the Pasco's population or 3,265.⁸

ANTIPOVERTY STRATEGY

Several activities were undertaken in 2008 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, Local Improvement District (LID) Assistance Programs, life skills training, and various public/social service programs. The City of Pasco actively supported economic development projects to create and retain jobs, provide education or training to enable people to become self-sufficient, and improve economic opportunity to work at living wage jobs. Activities in 2008 supporting antipoverty strategies are as follows:

- Supported 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 by Benton Franklin CAC Energy Efficient Healthy House Program to those homes occupied by vulnerable populations, such as elderly or disabled homeowners and renters.
- Continued support for very low-income seniors and disabled households by reducing water bills. Discounts for electricity and refuse are also offered by Franklin Public Utility District (PUD) and Basin Disposal.
- A digital inventory of all commercial and industrial properties was compiled to help actively market these properties. The City of Pasco actively seeks to locate and retain industrial businesses that would be capable of producing living-wage jobs.

⁷ Public Facility Quarterly Reports, calculated from attendance reports.

⁸ QT-P1. Age Groups and Sex: 2000, Data Set: Census 2000 Summary File 1 (SF 1) 100-Percent Data, Geographic Area: Pasco, Washington

NON-HOMELESS SPECIAL NEEDS

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 through internet connection at www.4people.org.

The City of Pasco continued to support the efforts of various non-profit agencies, housing authorities and Community Housing Development Organizations to provide affordable housing opportunities and supportive services for special needs populations. Priority is given by Benton Franklin CAC Energy Efficient Healthy House Program to those homes occupied by vulnerable populations, such as 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.

The Pasco Senior Center has numerous programs to serve the elderly and disabled, including a foot care program, health screening and nutrition programs.

Detox Center, which is located in Pasco, serves the Tri-City area and a number of other facilities providing specialized services to the non-homeless persons in need in the area of Benton and Franklin Counties.

LaClinica, a medical, dental and housing clinic located in Pasco, provides an assortment of services to the elderly and low/mod income persons. CDBG and CHDO funding is offered to this organization on a regular basis covering a number of needs, primarily in the area of housing.

The Columbia Basin Veterans Coalition, a non-profit organization, is located in the Tri-Cities and has an office in Pasco. It operates programs to ensure that veterans get required maximum earned benefits, job readiness training and placement, specific education training and assistance, mentoring, personal support from other volunteer veterans, and counseling and spiritual guidance from veteran supporters. Services to aid transitional veterans in assimilating back into the civilian environment are provided to all veterans and their families, within the five county areas of Adams, Benton, Franklin, Grant, and Walla Walla counties.⁹

REDUCE THE INCIDENCE OF HOMELESSNESS

The City of Pasco continues to support Benton Franklin Community Action Committee, the lead agency responsible for implementing the 10-Year Homeless Housing Plan to reduce homelessness by 50 percent within the next 10 years. In 2008, staff actively

⁹ www.veterancoalition-cb.org

participated in the task force to update the 10-Year Homeless Housing Plan. Pasco continues to be supportive of non-profit and housing agency efforts to apply for McKinney-Vento, THOR, and other funding resources to assist homeless families and individuals with transitional and permanent housing.

SPECIFIC HOPWA OBJECTIVES

The City of Pasco does not receive HOWPA funds.

OTHER NARRATIVE

FAIR HOUSING

Fair Housing and Equal Opportunity (Goal IX)

The City of Pasco distributes 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 are also available for distribution at Pasco City Hall. The Tri-Cities HOME Consortium (Pasco, Richland, and Kennewick) teams with the HUD Spokane field office to sponsor annual Fair Housing workshops to increase knowledge of fair housing rules and responsibilities. Sponsorship of the workshops rotates between the three cities.

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 project construction. Minority and Women Owned Business Enterprises are encouraged, through bid or procurement advertisements and direct mailings, to participate and bid on federally funded projects.

APPENDIX A – IDIS REPORTS

PR01	HUD Grants and Program Income
PR02	List of Activities by Program Yr and Project
PR03	Activity Summary (GPR) for Grantee
PR09	Program Income Details by FY and Program
PR10	CDBG Housing Activities
PR23	Summary of Accomplishments
PR26	CDBG Financial Summary