



City of Marysville

2012 Program Year CAPER

(Consolidated Annual Performance and Evaluation Report)

GENERAL

Executive Summary

The City of Marysville (City), Washington is a new federal Community Development Block Grant (CDBG) Program entitlement City. The city's first CDBG Program Year (PY) was 2012. The city's fiscal year (FY) for the CDBG Program is July 1 through June 30.

As a recipient of CDBG Program funding, the City of Marysville is required to submit to the U.S. Department of Housing and Urban Development (HUD) a Consolidated Performance and Evaluation Report (CAPER) for Program Year (PY) 2012, or the first year of the City's Five Year Consolidated Plan for 2012-2016. The City of Marysville Community Development Department is responsible for preparing and organizing the CAPER as the administrator of the CDBG Program reflected in this document.

The CAPER provides HUD and the residents of the City an opportunity to evaluate the overall progress of the CDBG Program in carrying out priorities and specific objectives identified in the Consolidated Plan and PY2012 Annual Action Plan. It also describes actions, changes and accomplishments during PY2012 resulting from the CDBG Program funded through HUD.

In pursuing the strategies and objectives outlined in the Consolidated Plan, the City anticipates increasing the affordability of decent rental and owned housing units for Marysville's low- and moderate-income residents, as well as the availability and accessibility of decent housing for people who are homeless or have special needs. The availability, accessibility, and sustainability of a suitable living environment for low- and moderate-income residents should increase due to infrastructure and public facilities improvements and support for public services, support for employment-related public services, and economic development should enhance the availability and accessibility of economic opportunities for those in need. Additional details regarding specific objectives and outcomes can be found in Section 6 of the ConPlan.

In Program Year 2012, the City of Marysville received \$217,914 in CDBG formula grant funding to assist it in addressing the needs and priorities of the city. The city has approved the allocation of funding to eight (8) subrecipients to carry out community development activities in attaining the goals and objectives from the Five Year Consolidated Plan for 2012-2016. Table 1 identifies all of the CDBG activities awarded funding for PY2012. CDBG funds have been obligated through the execution of subrecipient agreements for the activities identified in bold font in Table 1.

Table 1: FY2012 Allocation of CDBG Funds

Organization	Activity	PY 2012 Allocation
City of Marysville PW	10 th Street Sidewalk Improvements	\$59,645.00
City of Marysville Parks	Comeford Park Improvement	\$40,000.00
Senior Services of Snohomish County	Minor Home Repair	\$38,187.00
Marysville Boys & Girls Club	Replace Basketball Hoops	\$12,000.00
Mercy Housing NW	Senior Housing Supportive Services	\$4,000.00
Domestic Violence – Legal Advocacy	Legal Services	\$7,500.00
Marysville Food Bank	“Backpack Program”	\$3,000.00
Catholic Community Services	Volunteer Chore Services	\$5,000.00
Housing Hope	“Beachwood Apartments” Supportive Services – Homelessness	\$5,000.00

General Questions

Program Year 1 CAPER General Questions response:

Eight (8) subrecipient agreements have been executed, obligating \$174,332 of PY2012 CDBG funding in addition to the \$43,582 for Program Administration. Those eight (8) activities include the following subrecipients as listed in bold font in Table 1: City of Marysville Parks, City of Marysville Public Works, Senior Services of Snohomish County, Marysville Boys & Girls Club, Mercy Housing Northwest, Domestic Violence Services, Marysville Food Bank, Housing Hope, and Catholic Community Services. A total of over 550 individuals were served in PY2012. Of the Public Services projects, one achieved its goal, three exceeded their one year goals, one did not reach its goal of individuals served, but did achieve number of households goal, and the remaining project met some of its goals, but not all. Of the Capital Facilities projects, two facilities were completed, and the third completed the first phase.

In the 2012 Program Year, \$214,923.45 was expended by the City of Marysville CDBG Program. The activities and operations of these organizations have been vital to the city fulfilling its goals and objectives in assistance to Homeless Needs and Community Development Needs.

Table 2: FY2012 CDBG Program Expenditures

Organization	Objective & Outcome	National Objective	HUD Matrix Code	PY 2012 Allocation
City of Marysville PW	Suitable Living Environment Availability/Accessibility	INO-1	03L	\$59,645.00
City of Marysville Parks	Suitable Living Environment Availability/Accessibility	PFO-1	03F	\$40,000.00
Senior Services of Snohomish County	Decent Housing Affordability	AHO-1, AHO-2	14A	\$38,187.00
Marysville Boys & Girls Club	Suitable Living Environment Availability/Accessibility	PFO-3	03D	\$12,000.00
Mercy Housing NW	Suitable Living Environment Availability/Accessibility	SNO-1	05A	\$4,000.00
Domestic Violence – Legal Advocacy	Suitable Living Environment Availability/Accessibility	PSO-2	05G	\$7,500.00
Marysville Food Bank	Suitable Living Environment Availability/Accessibility	PSO-2	05W	\$3,000.00
Catholic Community Services	Suitable Living Environment Availability/Accessibility	SNO-1	05A	\$5,000.00
Housing Hope	Decent Housing/Affordability	HMO-2	05	\$5,000.00

During the PY2012, \$38,187 of CPD formula grant funds were spent on grant activities under the ***Affordable Housing*** strategy.

Goal I: Enable Homeowners to remain in their homes, primarily benefiting senior, persons with disability, and very low-income persons.

- The City of Marysville allotted \$38,187 of its annual CDBG allocation for the rehabilitation of approximately 50 residential units.

During the PY2012, \$5,000 of CPD formula grant funds were spent on activities under the ***Homeless Needs*** strategy.

Goal I: Work to reduce and end homelessness.

- The City allocated \$5,000 of CDBG funds that provided supportive services that address the needs of the homeless population.

Specifically, funds were utilized by the organization for transitional housing with supportive services and permanent supportive housing to aid families in the transition to self-sufficiency.

- Using the CDBG funds available, the City will continue to work to reduce and work toward ending homelessness in Marysville by providing funds to nonprofit organizations that provide transitional housing with supportive services for families.

During the PY2012, \$9,000 of CPD formula grant funds were spent on grant activities under the ***Non-homeless Special Needs*** strategy.

Goal I: Support an environment that allows special needs populations to safely live with dignity and independence.

- The City of Marysville allotted \$9,000 of its annual CDBG allocation to assist approximately 35 individuals.

To address the housing and supportive service needs of persons who are not homeless, the City proposes providing funds to nonprofit organizations that serve seniors, persons with disabilities, victims of domestic violence, and persons with chemical dependency issues. The City proposes that the total investment to these organizations will benefit 233 individuals over the program year.

During the PY2012 Program Year \$122,145 of CDBG grant funds were spent on activities under the Community Development Needs strategy.

Goal I: Promote a suitable living environment, dignity, self-sufficiency, and economic advancement for low- and moderate-income persons.

- The City provided \$99,645 of CDBG funds to provide improvements at one public facility and infrastructure improvements in low/moderate-income areas.
- The City allotted \$12,000 to aid in rehabilitation of one privately owned facility in a low- and moderated income area.
- The City allotted \$10,500 of CDBG funds to support programs that provide homeless, special needs, and low-income populations with basic needs and access to essential services.

Many of the concerns held by the City of Marysville CDBG Program from its experiences this past Program Year are a result of it being the city's first year receiving CPD formula grant funds. We began the process part way through the PY2012, which caused the timeline for the administration of the program to be rather brief and rushed. The City will strive to implement program year projects in a more timely manner in future program years, allowing our subrecipients more time to expend the grant funds.

The "Analysis of Impediments to Fair Housing Choice" (AI) is required by the U.S. Department of Housing and Urban Development (HUD) of all state and local governments receiving housing and community development funds. The City of Marysville is included in Snohomish County Urban Consortium's Analysis of Impediments

to Fair Housing Choice (AI) dated September 14, 2012 for certain HUD programs. The AI was prepared for Snohomish County Human Services Department by BBC Research and Consulting. The following Impediments to Fair Housing Choice and Action Items were identified in the AI.

IMPEDIMENT NO. 1: Residents report experiencing discrimination, but few know what to do.

IMPEDIMENT NO. 2: Information about fair housing is difficult to find.

IMPEDIMENT NO. 3: Land use and zoning regulations in many jurisdictions create fair housing barriers.

IMPEDIMENT NO. 4: Limited transit options for low income, disabled, senior residents and refugees create a fair housing barrier.

IMPEDIMENT NO. 5: Hispanic and African American mortgage loan applicants are denied loans at much higher rates than Whites.

Based upon data collected and compiled for Snohomish County's AI, the following fair housing action items are recommended to reinforce current fair housing efforts:

ACTION ITEM 1: Improve and make more uniform fair housing information on City and jurisdictional websites.

ACTION ITEM 2: Establish fair housing points of contact within jurisdictions and develop a comprehensive fair housing educational campaign.

ACTION ITEM 3: Encourage jurisdictions to reduce barriers in their zoning regulations and land use policies.

ACTION ITEM 4: Monitor lending disparities.

ACTION ITEM 5: Increase the stock of affordable housing and affordable housing options Countywide, especially deeply subsidized rentals

ACTION ITEM 6: Seek funding or other resources to support housing providers with capacity needs for a program to reduce tenant cultural biases and conflicts.

ACTION ITEM 7: As the economy strengthens, enhance transit and access to social services.

ACTION ITEM 8: Evaluate the subcontracting process.

During the 2012 program year, the City worked to reduce barriers to affordable housing by awarding CDBG funds to projects that will help develop or maintain decent and safe affordable housing for low-to-moderate income persons in our community. In addition, the City specifically explored reducing barriers for production of low-income housing, shelters, transitional housing, housing for elderly and special needs housing.

The City continues to use its citizen participation process to solicit public comments on local priorities and objectives for CDBG funds and to receive feedback on progress made towards meeting the local strategies and objectives. Concurrently, with the adoption of the Consolidated Plan, the City adopted Chapter 2.92 MMC, creating a 9-member Citizen Advisory Committee (CAC) for Housing and Community Development to enhance the level of guidance from the community, enhance coordination between public and nonprofit agencies, and support further development of the institutional structure.

The City will continue to coordinate with Community Transit and the Puget Sound Regional Council to ensure local housing strategies are coordinated with local and regional transportation planning strategies to ensure to the extent practicable that residents of affordable housing have access to public transportation.

The City will continue to pursue the Lead-based Paint Strategy and Anti-poverty Strategy as described in the Strategic Plan to evaluate and reduce the number of housing units containing lead-based paint hazards and reduce the number of poverty level families. Beginning in PY2014, the City will be developing a Straight Deferred Payment Loan Program for future program years to provide loans for very low-income homeowners (at or below 50% of median income) to improve the health and safety of their homes.

The City has actively sought funding sources in addition to CDBG to leverage its resources.

Managing the Process

Program Year 1 CAPER Managing the Process response:

The City monitors the performance of the Subrecipient against goals and performance standards throughout the year. Projects funded by the City are expected to maintain high standards. Performance reports are reviewed by the Citizens Advisory Committee (CAC). Standards and procedures are further outlined below:

- The City will monitor projects closely to ensure that Subrecipient staff members have a good understanding of contractual requirements, project and fiscal administration, performance standards, recordkeeping, and reporting. Issues that need clarification will be addressed.
- All projects will be monitored. Projects that need guidance in achieving performance measures or adhering to contractual requirements will receive technical assistance. Subrecipient staff will be required to attend a meeting with City staff, and/or will receive an on-site monitoring visit.
- Monitoring concerns/findings will be reviewed with Subrecipient staff and documented in writing.
- When applicable, corrective action will be required on a timely basis. Additional time for corrective action may be allowed on a case-by-case basis.
- Subrecipients will be required to provide supporting documentation verifying that deficiencies have been corrected.
- Failure to take corrective action could lead to the withholding or loss of funding to a subrecipient.

By monitoring the Subrecipients activities on a regular basis, the City is able to keep abreast of progress towards goals and performance and ultimately enable program and comprehensive plan compliance.

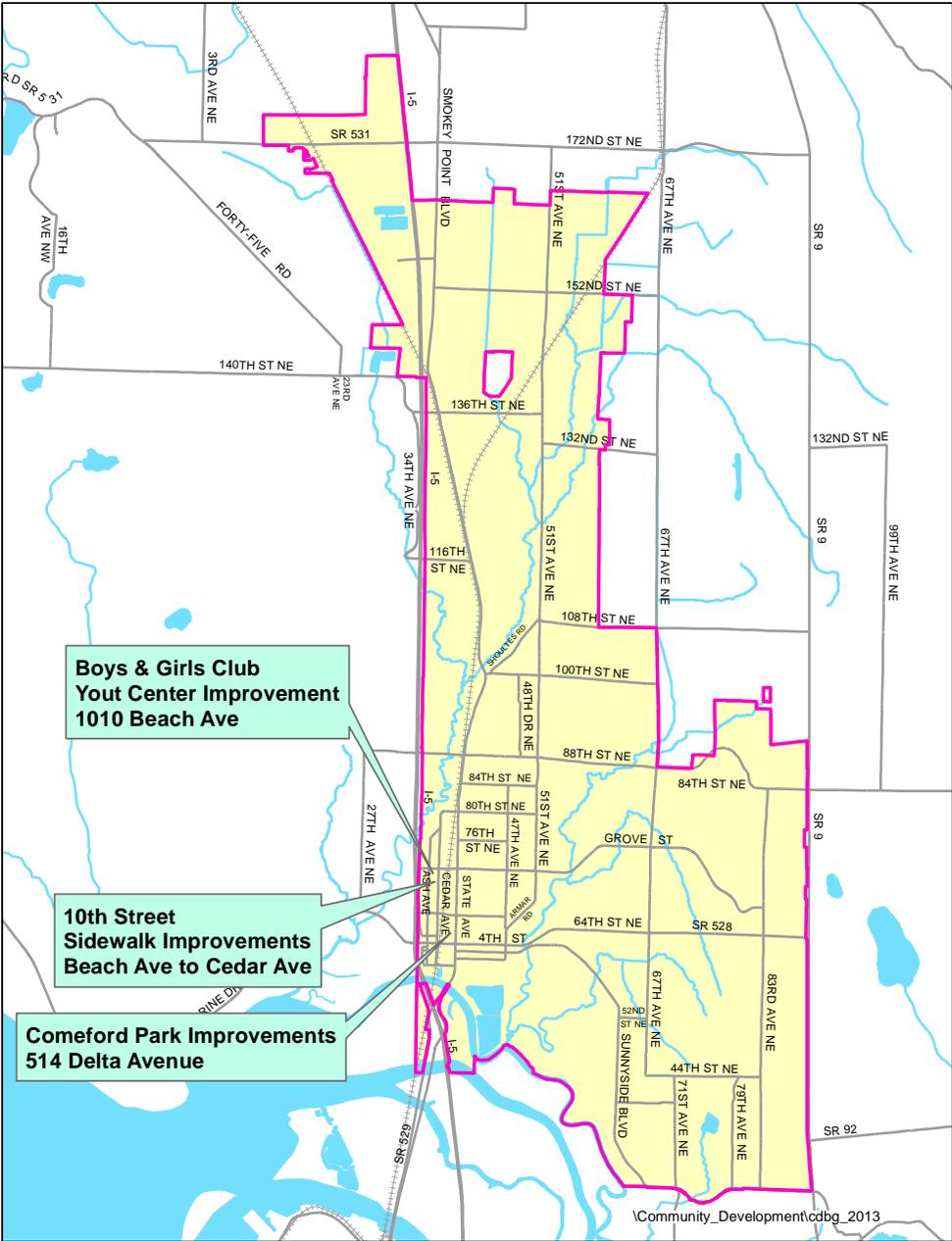
Citizen Participation

Program Year 1 CAPER Citizen Participation response:

There were no public comments received during the 30-day public review process, nor at the public hearing held before Marysville City Council on November 12, 2013.

Project	Amount Committed	Amount Expended
Affordable Housing		
Senior Services of Snohomish County – Home Rehab	\$38,187.00	\$38,104.82
Homeless		
Housing Hope Homeless Housing and Supportive Services	\$5,000.00	\$5,000.00
Non-homeless Special Needs		
CCS – Volunteer Chore Services	\$5,000.00	\$5,000.00
Mercy Housing Northwest	\$4,000.00	\$2,026.46
Community Development – Infrastructure		
City of Marysville PW – 10 th Street Sidewalk	\$59,645.00	\$59,645.00
Community Development - Public Facilities		
City of Marysville Parks – Comeford Park Improvement	\$40,000.00	\$40,000.00
Marysville Boys & Girls Club – Youth Center Improvement	\$12,000.00	\$11,907.99
Community Development - Public Services		
Marysville Food Bank – Backpack Program	\$3,000.00	\$3,000.00
DV Services of Snohomish County – Legal Advocacy Services	\$7,500.00	\$6,657.18
Planning and Administration		
City of Marysville	\$43,582.00	\$43,582.00

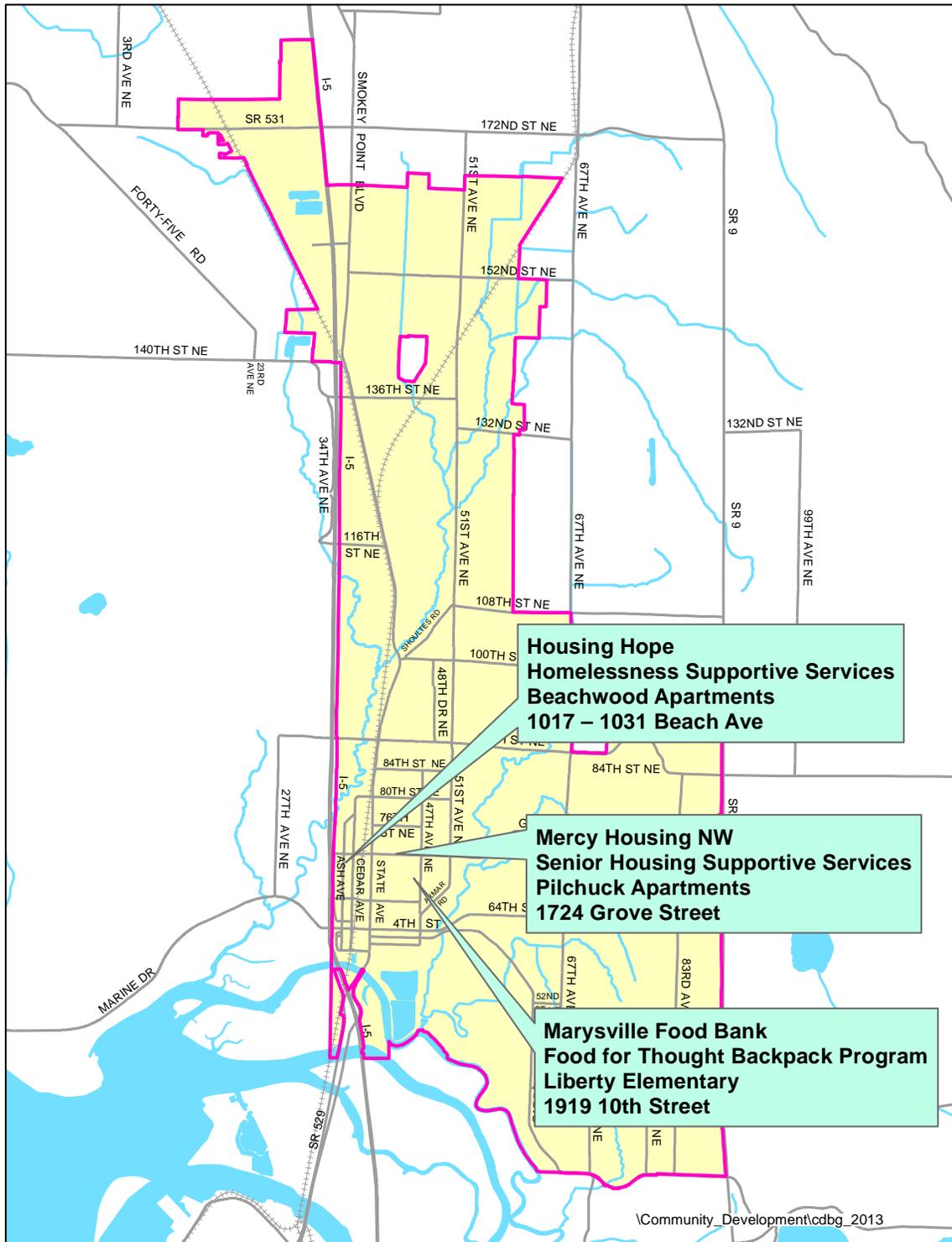
Figure 1: Program Year 2012 – Capital Projects



CAPITAL PROJECTS LOCATED CITY-WIDE

¹Senior Service of Snohomish County – Minor Home Repair

Figure 2: Program Year 2012 – Public Services



PUBLIC SERVICES LOCATED CITY-WIDE

¹Catholic Community Services – Volunteer Chore Services

²Domestic Violence Services of Snohomish County – Legal Advocacy Services

Institutional Structure

Program Year 1 CAPER Institutional Structure response:

The city works directly with the implementing agencies identified in its 2012-2016 Consolidated Plan to help coordinate their efforts and attempt to identify and fill any gaps in the existing delivery system that may hamper optimal implementation of CDBG funded activities. Many of these partnerships are still in their infancy stages as the city is a new entitlement city which is still developing its program.

Monitoring

Program Year 1 CAPER Monitoring response:

Subrecipient Agreements state that the City will monitor the performance of the Subrecipient against goals and performance standards throughout the year. Projects funded by the City are expected to maintain high standards. Performance reports will be reviewed by the Citizens Advisory Committee (CAC). Standards and procedures are further outlined below:

- The City will monitor projects closely to ensure that Subrecipient staff members have a good understanding of contractual requirements, project and fiscal administration, performance standards, recordkeeping, and reporting. Issues that need clarification will be addressed.
- All projects will be monitored. Projects that need guidance in achieving performance measures or adhering to contractual requirements will receive technical assistance. Subrecipient staff will be required to attend a meeting with City staff, and/or will receive an on-site monitoring visit.
- Monitoring concerns/findings will be reviewed with Subrecipient staff and documented in writing.
- When applicable, corrective action will be required on a timely basis. Additional time for corrective action may be allowed on a case-by-case basis.
- Subrecipients will be required to provide supporting documentation verifying that deficiencies have been corrected.
- Failure to take corrective action could lead to the withholding or loss of funding to a subrecipient.

Quarterly Progress Reports are due the 10th day of the first month following the quarter for activities which occurred in the previous quarter. The progress reports are an evaluation of what services were provided or what work was performed during the quarter, how beneficiaries' eligibility is determined, and what CDBG eligible expenditures occurred during the quarter.

The City has also met with each of the subrecipients during the program year to discuss progress and future implementation strategies.

The Quarterly Progress Reports allowed the City to track dollars spent and the number of individuals served as well as the progress towards the estimated annual program performance.

Based upon review of the City's performance and accomplishments during the past year, the City is meeting the objectives outlined in the 2012-2016 Consolidated Plan. The City has taken an active role addressing the special needs populations within the community. The City actively pursued the resources identified in its 2012-2016 Consolidated Plan and 2012 Annual Action Plan that it would use to carry out the programs and activities. Target populations were assisted in ways which allowed them to increase the safety and livability of their homes. Facilities for target populations were awarded funds which enabled them to improve their function and accessibility in the community.

The City has been unable to address all the needs within the community as a result of limited resources. After completing our first program year, the City feels that it is better equipped to advertise and educate agencies of the availability of and benefits of CDBG funds as well as implementing new uses of CDBG funding.

Lead-based Paint

Program Year 1 CAPER Lead-based Paint response:

The City continues to provide information regarding lead based paint hazards to Marysville residents. The city allocated CDBG funding to two non-profit housing agencies which provide rehab assistance to low- to- moderate income households. As some of the homes which received assistance were built prior to January 1, 1978, there is a potential that some of them may have contained lead-based paint.

HOUSING

Housing Needs

Program Year 1 CAPER Housing Needs response:

The city allocated CDBG funding to two non-profit housing agencies which provide rehab assistance to low- to- moderate income households. Funds were also awarded to one agency which provides affordable housing and comprehensive services to individuals and families experiencing or at risk of homelessness. The project services 20 families (70 individuals) living at the Beachwood Apartment complex in the city. All households are low to extremely low income. The goals of the project are to maintain permanent housing, increase life skills and increase earned income.

Specific Housing Objectives

Program Year 1 CAPER Specific Housing Objectives response:

In pursuing the strategies and objectives outlined in the 2012-2016 ConPlan, over the next five years, the City anticipates increasing the affordability of decent rental and owned housing units for Marysville's low- and moderate-income residents, as well as the availability and accessibility of decent housing for people who are homeless or have special needs. The availability, accessibility, and sustainability of a suitable living environment for low- and moderate-income residents should increase due to infrastructure and public facilities improvements and support for public services, and

support for employment-related public services and economic development should enhance the availability and accessibility of economic opportunities for those in need.

Progress was made in infrastructure and public facility improvements. Two projects were completed with PY2012 CDBG funds which improved the availability, accessibility, and sustainability of suitable living environments for low- and moderate-income residents. Additional funds were expended to support an organization that serves homeless, or at risk of homelessness families with basic needs as well as comprehensive services.

Public Housing Strategy

Program Year 1 CAPER Public Housing Strategy response:

Housing Authority of Snohomish County (HASCO) provides affordable housing, enhances quality of life, and builds safer and stronger communities. The City works in conjunction with HASCO to achieve its public housing goals. HASCO owns 362 rental units in the City, 84 of which serve senior/disabled households and 18 serve homeless families with children.

Barriers to Affordable Housing

Program Year 1 CAPER Barriers to Affordable Housing response:

The City of Marysville recognizes that there are barriers that prevent access to affordable housing for some populations.

With the financial assistance of PY 2012 CDBG funding, Senior Services of Snohomish County and Catholic Community Services are providing housing rehabilitation assistance to homeowners. These activities are ongoing. Housing Hope received CDBG funds and provides services for affordable housing and comprehensive services to individuals and families experiencing or at risk of homelessness.

Affordable Housing

In Program Year 2012, CDBG funds were utilized to fund programs which provide low income seniors and disabled persons with services that improve the safety and livability of their homes. Approximately 50 households benefited from these programs. The services provided include repair/replacement of basic appliances, repair/replacement of stairs for ease and safe access, minor roof repair. All of the households served are extremely low-, low-, and moderate-income persons.

HOME/ American Dream Down Payment Initiative (ADDI)

Program Year 1 CAPER HOME/ADDI response:

The City of Marysville is not a recipient of HOME or American Dream Down payment Initiative (ADDI) funds. Snohomish County Human Services Department Office of Housing Homelessness and Community Development administers the HOME and ADDI programs.

HOMELESS

Homeless Needs

Program Year 1 CAPER Homeless Needs response:

In PY2012, The City of Marysville awarded CDBG funds a non-profit organization within the community who provide supportive services for those in need, Housing Hope. Housing Hope provides affordable housing and comprehensive services to individuals and families experiencing or at risk of homelessness. The project services 20 families (70 individuals) living at the Beachwood Apartment complex in the city. All households are low to extremely low income. The goals of the project are to maintain permanent housing, increase life skills and increase earned income.

No new Federal resources were obtained from Homeless SuperNOFA.

Specific Homeless Prevention Elements

Program 1 CAPER Specific Housing Prevention Elements response:

No actions were made in the city's 2012 Program Year to prevent homelessness. The city is not a recipient of Emergency Shelter Grants (ESG) or of Homelessness Prevention and Rapid Re-Housing Program (HPRP) funds. Furthermore, the city did not allocate any PY2012 CDBG funding to assist with payments for emergency lodging, rental assistance or mortgage assistance to prevent homelessness.

Homelessness

The City has identified supporting programs which provide necessities and promote employment and economic advancement as a priority in its ConPlan. Also identified is assisting homeless, especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth, make the transitions to permanent housing and independent living.

In PY2012, CDBG funds were granted to an agency which assists homeless and at-risk of homelessness families avoid becoming homeless by maintaining current rental housing as well as aiding in the pursuit of permanent stable housing. The agency also provides educational and training programs for homeless and at-risk of homelessness. A total of 59 individuals (16 families) were served.

Emergency Shelter Grants (ESG)

Program Year 1 CAPER ESG response:

The City of Marysville is not a recipient of the Emergency Shelter Grant.

COMMUNITY DEVELOPMENT

Community Development

Program Year 1 CAPER Community Development response:

The City utilized CDBG funds to provide 10th Street Sidewalk Improvements to improve both pedestrian and traffic safety along 10th Street and Cedar Avenue promoting better access to the Marysville Boys & Girls Club and Cedar Field for those citizens within the community utilizing these facilities. The project included the construction of approximately 475 feet of curb, gutter and sidewalk, including driveway entrances, to fill in missing sidewalk segments on the south side of 10th Street between Cedar Avenue and Beach Avenue. The project also included the construction of bulb-out ramps at the intersection of Cedar Avenue and 10th Street to increase safety with shorter crosswalk distances.

Additional projects included improvements to a local Youth Center and City Park, and housing assistance to target populations.

The City has complied with all Federal Overlay requirements for all projects and activities undertaken during the 2012/2013 PY.

Citizen participation and comments have been solicited through the use of public notices in the local newspaper, direct notification via email to local non-profit collaborations on listserv groups, and mailings to services agencies, service providers, neighborhood groups and other interested parties.

Public meetings and hearings have been held in accordance with the City's Citizen Participation Plan providing an opportunity for community input into what services, projects, or activities the City undertook with Community Development Block Grant funds.

The City has allocated funding to two non-profit housing agencies to perform housing rehabilitation/chore activities. The agencies include Senior Services of Snohomish County and Catholic Community Services. Senior Services served 148 individuals and 56 Households with the \$38,104.82 of granted CDBG funds. Catholic Community Services was able to serve 28 individuals and 6 Households with \$5,000 they were awarded.

Antipoverty Strategy

Program Year 1 CAPER Antipoverty Strategy response:

Poverty results from factors related to the ability to work, the ability to find employment, the ability to earn a living wage, and the availability of assistance for those who are unable to work. The City's anti-poverty strategy focuses on providing resources for programs that reduce the effects of living in poverty and promote self-sufficiency. CDBG funds were awarded to agencies which utilized the funds in the following ways:

- Home improvement activities that assist low- and moderate-income homeowners with needed repairs for health, safety, weatherization, and housing preservation
- Social services that provide or lessen the cost of necessities, such as food, shelter, clothing, health care, and childcare
- Transportation projects that improve pedestrian safety and transit access, particularly for seniors and persons with disabilities

- Outreach activities that promote awareness of housing and social services available for low- and moderate-income residents, accommodating language diversity and persons with limited access to online media

NON-HOMELESS SPECIAL NEEDS

Non-homeless Special Needs

Program Year 1 CAPER Non-homeless Special Needs response:

Consistent with priority needs identified in the Consolidated Plan, during PY2012 the City provided funding for the following activities that addressed priority special needs populations:

- The City provided CDBG funds to Senior Services of Snohomish County to administer the Home Rehabilitation Program. This Program targets low-income seniors and disabled homeowners in need of minor home repairs which provide them with a safer and healthier living environment.
- The City provided CDBG funds to Catholic Community Services to administer the Chore Services Program to assist low-income seniors and disabled homeowners with chore-level in home services.
- The City provided CDBG funds to Mercy Housing Northwest to provide on-site service coordination to low-income elderly residents at Pilchuck Apartments. The program provided both one-on-one assistance and group programming. The program was aimed at enabling seniors to easily access needed services and to age in place with dignity and choice.

Specific HOPWA Objectives

Program Year 1 CAPER Specific HOPWA Objectives response:

The City of Marysville does not directly receive Housing Opportunities for Persons with AIDS (HOPWA) funds as a result the HOPWA needs are unquantifiable.

HOPWA funded programs available to The City of Marysville residents are administered through the City of Seattle, Human Services.