City of Lakewood

FY 2015 Consolidated Annual Performance Evaluation Report

September 27, 2016

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The City of Lakewood's Consolidated Annual Performance Evaluation Report (CAPER) summarizes progress made during the 2015 fiscal year (July 1, 2015 - June 30, 2016) in carrying out identified housing and community development objectives. The primary goal of the report is to describe actions and activities undertaken by the City to meet goals and priorities identified in Lakewood's Consolidated Plan. This report specifically addresses Lakewood's progress as it relates to the Community Development Block Grant (CDBG) program and Lakewood's portion of the HOME Investment Partnership Act (HOME) grant with the Tacoma-Lakewood Consortium program. Efforts and outcomes regarding Lakewood's participation in the Tacoma-Lakewood HOME Consortium are reported by the City of Tacoma as part of Tacoma's FY 2015 CAPER.

Primary areas of focus for FY 2015 CDBG funding included: improvements to infrastructure, community facilities, and economic development; the expansion or preservation of affordable housing choice; and a focus on reducing homelessness through fair housing activities. Additional funding in support of these goals was provided through the HOME and NSP programs. Activites funding and the outcomes achieved are discussed herein.

Unreflected in the charts and tables of this report are the activites undertaken by the City to facilitate community and economic development activities (NSP Abatement Program), to assist with the preservation of affordable rental housing choice (PCHA Village Square Apartments Rehabilitation), and to alleviate homelessness (EADR), as these activities were funded with allocations prior to the FY 2015 consolidated planning process or have been funded with programs not reported through the IDIS CAPER process.

Total unreported programs and clients served in FY 2015 include:

<u>Infrastructure, Community Facilities, and Economic Opportunities</u>

- Neighborhood Stabilization Program (NSP) Abatement Program – Funding provided for the abatement of three (3) dangerous/blighted structures in FY 2015.

<u>Affordable Housing Choice</u>

- Village Square Apartment Rehabilitation (CDBG) – Completed the rehabilitation of a 38-unit rental housing complex owned by the Pierce County Housing Authority. At completion, the project was occupied by thirty seven (37) low income households with one (1) unit vacant.

OMB Control No: 2506-0117 (exp. 07/31/2015)

Reduce Homelessness and Increase Stability

- Emergency Assistance for Displaced Residents (CDBG) – Provided relocation assistance to seventeen (17) low income households in FY 2015.

OMB Control No: 2506-0117 (exp. 07/31/2015)

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Increase and preserve affordable housing choices	Affordable Housing Public Housing Homeless		Homeowner Housing Rehabilitated	Household Housing Unit	26	1	3.85%	5	1	20.00%
Increase and preserve affordable housing choices	Affordable Housing Public Housing Homeless		Direct Financial Assistance to Homebuyers	Households Assisted	5	0	0.00%	1	0	0.00%
Infrastructure, facilities & economic opportunity	Non-Housing Community Development		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	32415	5372	16.57%	12753	5372	42.12%
Infrastructure, facilities & economic opportunity	Non-Housing Community Development		Jobs created/retained	Jobs	2	0	0.00%	1	0	0.00%
Infrastructure, facilities & economic opportunity	Non-Housing Community Development		Buildings Demolished	Buildings	16	0	0.00%	3	0	0.00%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

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Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The City identified three primary goals as part of the Tacoma-Lakewood Consortium 5-YR Strategic Plan: 1) Improve infrastructure, public facilities, and economic development; 2) Increase and preserve affordable housing choice; and 3) Reduce homelessness and increase stability. All goals were established as a high priority. Although not all FY 2015 activities have been completed, significant progress has been made towards meeting the goals as established through the completion of activities funded prior to the FY 2015 consolidated planning process and/or with funding outside the IDIS CAPER process.

Accomplishments include:

Infrastructure, Community Facilities, and Economic Opportunities

- San Francisco Street Improvements (CDBG) – Provided roadway improvements in one of Lakewood's lowest income census tracts, CT 071806. The project provided roadway and pedestrian facilities upgrades where none previously existed or were not in compliance with accesibility requirements.
- Prairie Oaks Client Services Center (CDBG/Section 108) – Funding provided for the construction of the a 1,400 SF client services center on Gravelly Lake Dr. The Center, operated by Living Access Support Alliance (LASA), provides homeless prevention and general client services low income individuals.
- Neighborhood Stabilization Program (NSP) Abatement Program – Funding was provided in 2009 through the Washington State Department of Commerce to restore neighborhoods adversely impacted by disproportuante foreclosures and vacancy rates. Program focuses on the abatement of dangerous/blighted structures in primarily low income census block groups.

Affordable Housing Choice

- Village Square Apartment Rehabilitation (CDBG) – Funding was provided to the Pierce County Housing Authority (PCHA) to rehabilitate a 38-unit rental housing complex located at 10810 Lakeview Ave. SW. Project activities included the replacement of walkway support posts, stairway assemblies, and handrails.
- Major Home Repair/Sewer Loan Program (CDBG) – Program assists low income homeowners make necessary repairs to their homes, such as addressing code violations, systems replacement, accessibility upgrades, deferred maintenance, energy upgrades, and sewer connections.
- Prairie Oaks Permanent Housing (HOME) – The project, a joint partnership with The Tacoma Housing Authority (THA) and LASA, provided for the construction of a 15-unit permanent low income housing complex located on Gravelly Lake Dr.
- Affordable Housing Fund (HOME) – Program assists low income homeowners rehabilitate their homes by bringing them up to current building code standards and general Uniform Physical

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Condition Standards (UPCS).

Reduce Homelessness and Increase Stability

- LASA Services for Homeless Families (CDBG) – The program provided utility assistance and case management services to low income households at risk of homelessness.
- Emergency Assistance for Displaced Residents (CDBG) – Funding provides assistace to low income households who are displaced through no fault of their own during building and code enforcement closures, fires, and other incidents that create homelessness.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

	CDBG
White	126
Black or African American	69
Asian	10
American Indian or American Native	14
Native Hawaiian or Other Pacific Islander	28
Total	**247**
Hispanic	23
Not Hispanic	224

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

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CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG		520,748	158,965

Table 3 – Resources Made Available

Narrative

In addition to U.S. Department of Housing and Urban Development funding, the City of Lakewood continues to address the needs of Lakewood's underserved population through a 1% allocation from the City's General Fund; strategic priorities include housing assistance, stabilization services, emotional supports, and access to health and behavior health services. Funding for 2015 totaled $350,000.

Additional resources in 2015 included funding provided by the Nisqually Indian Tribe in 2013 and 2014 to assist low income households with emergency home repairs and with relocation assistance druing code enforcement activities or disasters. Total carry over funding for 2015 totaled $17,971.

Through a grant provide in 2009 by the Washington State Department of Commerce, the City established a Neighborhood Stabilization Program (NSP) Abatement Program revolving fund to target the abatement of dangerous or blighted structures in primarily low income census block groups. Revolving fund resources available at the beginning of FY 2015 totaled $170,449.86.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 4 – Identify the geographic distribution and location of investments

Narrative

There are currently no designated or HUD-approved geographic target areas in Lakewood; however, the City has historically looked to census tracts with the highest concentration of low income households when targeting its program funding. The City also understands the importance of focused investment in communituies and the impact that funding can have when continued investment is focused within neighborhoods. As the City moves forward, it will continue this practice of focusing investment in predominantely low income census tracts to affect a positive sustainable impact within the community.

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Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

Funds leveraged in FY 2015 included:

- Prairie Oaks Permanent Housing – In excess of $4.3 million dollars from the Washington State Housing Trust Fund, Pierce County, and the Tacoma Housing Authority.
- Tacoma-Pierce County Habitat for Humanity Affordable Housing – A total of $110,646 for the development of new, affordable single-family residences in the predominantly low income Tillicum neighborhood.
- PCHA Village Square Apartment Rehabilitation – A total of $29,099 from the Pierce County Housing Authority.

HOME match requirements for the Consortium are met through multiple sources, including private grants and donations, Attorney General Funds, and the State Housing Trust Fund and are documented as part of the Tacoma CAPER.

There was no publicly-owned land or property included as part of the FY 2015 consolidated planning process.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units		15
Number of non-homeless households to be provided affordable housing units		0
Number of special-needs households to be provided affordable housing units		0
Total		15

Table 5- Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance		17
Number of households supported through the production of new units		15
Number of households supported through the rehab of existing units		38
Number of households supported through the acquisition of existing units		0
Total		70

Table 6 - Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

A majority of the activities undertaken by the City of Lakewood in FY 2015 were projects established and funded as part of previous year's annual action plans and were not included in the goals and outcomes of this plan. As a result, many of the City's goals and outcomes reflected in this report's tables may not accurately reflect the City's performance measures in FY 2015. The City has attempted to correct any discrepancies in the reporting to the best of our ability.

The City does not anticipate any problems in meeting the goals and outcomes as established under the 5-YR Tacoma-Lakewood Consolidated Plan with the exception of reporting numbers of buildings demolished, as the funding source for these projects is Neighborhood Stabilization Program (NSP) funds and the Plan does not allow for reporting of NSP activities (these projects will be reported by the Washington State Department of Commerce).

Discuss how these outcomes will impact future annual action plans.

It is anticipated there will be no impact upon future annual action plans as goals and outcomes moving forward will accurately reflect the City's activities undertaken over the period covered by the 5-YR Tacoma-Lakewood Consolidated Plan, with the one exception of the NSP abatement projects which the City will be unable to report as part of the CAPER process.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	12	0
Low-income	2	0
Moderate-income	4	1
Total	**18**	**1**

Table 7 – Number of Persons Served

Narrative Information

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CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Efforts to reach homeless persons is generally coordinated throught the Pierce County Continuum of Care (CoC), a group consisting of Pierce County entitlement jurisdictions including Lakewood, homeless providers, developers, and governmental agencies collaborates to end homelessness and promote human dignity for homeless persons and those at risk of homelessness. The CoC is developing a plan to end homelessness. The strategies in the plan are designed to shift the system to one that, when adequately funded, can end homelessness. Additionally, Lakewood serves on the CoC funding committee with members from Tacoma, Pierce County, and nonprofit organizations allocating funding to homeless housing and services providers.

As part of the Citys 1% General Fund set-aside for human services programs, the City contracts directly with local non-profits to provide emergency housing assistance to individuals and families, who are recently experiencing homelessness or who are fleeing domestic violence, with short-term or one-time housing interventions. Services include domestic violence shelter and comprehensive support programs, family emergency shelter services with case management, home repairs essential for continuing to live independently, and utility payment assistance.

Addressing the emergency shelter and transitional housing needs of homeless persons

In addition to participating in the Continuum of Care, Lakewood participates as a Review and Steering Committee member along with Pierce County and Tacoma in allocating SHB 2060 and 2SHB 2163 funding to homeless services and housing projects serving both permanent and transitional housing needs.

Each year the City allocates 1% of the General Fund to fund human services and housing programs. Through the Human Services Program, funds are made available to provide transitional and emergency housing for homeless individuals and families, assist with finding housing for individuals with special needs, provide an array of housing counseling services, and shelter domestic violence victims. In FY 2015 a total of $350,000 was allocated as part of the 1% set-aside.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections

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programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The City of Lakewood funded the Living Access Support Alliance (LASA) Services for Homeless Families program to provide housing counseling assistance and services to Lakewood households including families with children, seniors, veterans and disabled individuals. The program prevents homelessness and helps families regain and maintain financial and housing stability through foreclosure prevention and financial counseling. Through LASA, homeless individuals and families in Lakewood are provided with resources for permanent supportive housing and access to emergency shelters located throughout the area.

Another City of Lakewood funded agency, Catholic Community Services runs the Family Housing Network to provide housing services to families and military veterans experiencing homelessness in Pierce County, including a short-term shelter, Rapid Re-housing, long-term housing with supportive services, and homelessness prevention services. These programs quickly intervene to assist individuals and families to locate and secure permanent, affordable, and safe housing.

As part of the Continuum of Care's efforts to prevent the discharge of persons from institution s into homelessness a Discharge Planning subcommittee has been established to work on developing plans and actions for improving the system of discharging from institutions.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

In FY 2015, LASA and the Tacoma Housing Authority completed construction of their joint project, the Prairie Oaks Client Service Center and 15-unit Permanent Affordable Housing complex. The center and housing development will provide permanent supportive housing at Prairie Oaks and homeless prevention services at the nearly 1,400 SF client service center. In addition to the housing and homeless services opportunities at Prairie Oaks, LASA continues to provide scattered sites around Pierce County for homeless families and those at risk of homelessness.

Other programs funded by the City of Lakewood include Greater Lakes Mental Health Emergency Assistance and the Rebuilding Together South Sound programs which are designed to to keep people stable in their current housing.

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CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The City recently completed its project with Pierce County Housing Authority (PCHA) to provide for replacement of walkway support posts, stairway assemblies, and corresponding handrails at the the Village Square Apartments, a 38-unit public housing apartment community located in a low/moderate income neighborhood of Lakewood.

PCHA currently owns and maintains 285 units of affordable housing in Lakewood. The Authority has been proactive in recent years making weatherization and general upgrades to many of the units. The City and the Authority have continued to partner in providing funding for many of the improvements in recent years and expect the trend to continue as many of the Lakewood units are aged and in need of repair.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

Under the Public Housing Homeownership Program, PCHA tenants can often buy the home in which they are living. PCHA assists qualified first-time buyers in acquiring a home by limiting their monthly mortgage payment to 35 percent of their adjusted income. The first mortgage is carried by a commercial lender with a silent second mortgage carried by the Authority. Proceeds from sales of units may be used by the Authority to meet the housing needs of low income people throughout the County.

The City continues to promote homeownership opportunities for all through the down payment assistance program. Through the down payment assistance program, the City is able to provide low income households with the funds necessary to acquire a home. Loans are provided as a second mortgage with affordable monthly payments limited to 35 percent of household income (combined 1st and 2nd mortgage payment). As part of the program, homeownership counseling is provided to ensure the new homebuyers are successful both in their ability to continue to afford and maintain their new home.

Actions taken to provide assistance to troubled PHAs

Historically, the City of Lakewood has partnered with the Pierce County Housing Authority to provide low income households with decent, affordable housing. It is in part due to Lakewood's ongoing support that the Authority is prevented from becoming an at-risk or troubled agency.

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CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

As part of the Comprehensive Plan update the City reviews housing policies and zoning practices to ensure affordable housing options are encouraged. The Plan addresses future housing needs for current and future residents of all incomes. Policies encouraging infill housing, zoning to permit higher densities for projects providing affordable housing, and strategies and partnerships to increase affordable, safe and adequate housing are all addressed.

Recent amendments to the plan include the incorporation of a cottage housing ordinance which would allow for the increased density of underlying zoning districts. An increase in allowable density over the maximum density is anticipated to incentivize infill development of affordable housing options by spreading land costs and site development expenditures over potentially larger developments. The cottage housing ordinance also provides development standards that promote neighborhood interaction and safety through design and encourage the creation of functionable open spaces in residential communities.

Additional efforts undertaken to maintain safe, decent, affordable housing for Lakewood residents was the adoption of the Rental Housing Safety Inspection Program via Lakewood Municipal Code. With approximately 55% of Lakewood's housing stock being rental units (approximately 13,000 units), and a majority of those units being 40+ years old, the City has seen significant deterioration in the general condition of rental housing units. The Rental Housing Safety Inspection Program, by establishing a minimum housing standard for all rental units, hopes to stem that trend and maintan a standard of quality in rental housing in the City.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The City continues to support fair housing education and other activities that support fair housing for all. Actions in support of the fair and equal application of the landlord/tenant act and fair housing laws includes the City's active enforcement of the rental condemnation and relocation assistance provisions of 59.18.085 RCW and its emergency rental relocation assistance program for individuals at risk of homelessness through no fault of their own due to building and code enforcement closures, fires, or redevelopment activities. Funding for Lakewood's relocation assistance program is provided both through the CDBG program as well as a grant provided by the Nisqually Indian Tribe.

In FY 2015, the City also offered an emergency housing repair program for households that did not qualify for the City's CDBG and HOME-funded programs. The program utilizes grant funds provided by

the Nisqually Indian Tribe to make emergency repairs to low income, owner-occupied households who otherwise lack the means to make the necessary repairs.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

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

As part of the City's single and multifamily housing programs, XRF paint inspections and Risk Assessments are conducted, lead-safe work is conducted by Washington State certified RRP renovation contractors, abatement work is conducted by certified abatement contractors, and Clearance testing of all disturbed surfaces is performed by certified Risk Assessors.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

As provided in the 2015 Annual Action Plan, efforts to reduce the number of poverty-level families included the funding of vital services and programs focused on outcome driven, client centered services that lead to housing stability and economic opportunity. This approach is supported through the City's 1% General Fund allocation for human services related programs focusing on four strategic areas:

- Stabilization Services – Includes emergency food, one time events or interventions, and other income supports;
- Emotional Support for Healthy Relationships – Primarily focused on youth development activities and after-school programming;
- Access to Health and Behavior Health Services – Serves specific populations including school-age youth, non-English speaking adults, and people with chronic health or behavioral health conditions; and
- Housing Assistance – Provides services focused on low-income families that are homeless or at-risk of becoming homeless.

In FY 2015 funding for the 1% General Fund allocation totaled $350,000.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The City continues to rely on the Community Services Advisory Board as a review and advisory body regarding the coordination of the human services programs and various U.S. Department of Housing and

Urban Development-funded programs. The Board's responsibilities include facilitating the cooperation and coordination of human services and Consolidated Plan activities, holding public hearings to receive input on community development and human service's needs, developing policy guidance and program evaluation criteria, and making funding recommendations. On the human services side, the Board is responsible for reviewing needs assessments and gap analyses in order to develop a strategic action plan. Additionally, the Board provides guidance and recommendations in preparing the City's CDBG and HOME funding policies and priorities, Consolidated Plan, Annual Action Plan, and Consolidated Annual Performance Evaluation Report. As part of the Section 108 process, the Board serves as a review panel for potential loan applicants.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

As a member of the Continuum of Care, City of Lakewood staff participated on the Homeless Charette Steering Committee to discuss the crisis of unsheltered homelessness in Pierce County. The Charrette took place over two full days with and discussion between 23 experts and 93 participants. The discussion yielded over 80 pages of notes, which are being used to make final recommendations to be incorporated into updating the current Continuum of Care Plan to End Homelessness.

The City remains the convener of monthly human services collaboration meetings. Collaboration partners include for profit and nonprofit providers of housing, services, homeless programs, dv and family services, youth programs, food banks, and healthcare services. Through this process, Lakewood is able to maintain current working relationships with many of the areas non-profit providers, local housing authorities, and local and State governmental agencies.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The City of Lakewood's 2015 Analysis of Impediments to Fair Housing identified the following two areas of impediments to fair housing:

- Lack of awareness of rights and responsibilities concerning fair housing may contribute to unfair or unequal treatment.
- There is insufficient choice of suitably located safe, affordable, quality housing for Lakewood residents.

In 2015, efforts to promote fair housing consisted of the following activities:

- Information on fair housing and landlord/tenant rights, along with information about Lakewood's housing assistance programs is made available to Lakewood citizens at local libraries, community centers, and local services providers. Lakewood Community Service

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Officers provide fair housing and landlord/tenant informational brochures to tenants and apartment owners/managers upon request.

- The City continues to actively enforce the rental condemnation and relocation assistance provisions of 59.18.085 RCW and its emergency rental relocation assistance program for individuals at risk of homelessness through no fault of their own due to building and code enforcement closures, fires, or redevelopment activities.
- The City recently completed its rental housing rehabilitation project with Pierce County Housing Authority to provide for replacement of walkway support posts, stairway assemblies, and corresponding handrails at the the Village Square Apartments, a 38-unit public housing apartment community located in a low/moderate income neighborhood of Lakewood.
- With completion of construction of the LASA/THA Prairie Oaks Permanent Housing and Client Services Center, a toal of 15 new affordable housing units have been provided for low income families, as well as a nearly 1,400 SF center offering homeless prevention and general services to low income individuals.
- Tacoma-Pierce County Habitat for Humanity completed the construction of one new affordable single-family residence and began construction on five additional homes.
- The City continues to offer down payment assistance to individuals who may otherwise find themselves priced out of homeownership by offering loans up to $10,000 with no interest and payments as low as $25 per month to encourage affordability. Loans for extremely low income homebuyers may be deferred up to 20 years.
- Through a grant provided by the Nisqually Indian Tribe, the City provides emergency accessibility modifications and emergency minor home repair assistance to elderly, disabled, and low income households up to 120% of area median income. Funding for this program provides assistance to households unable to qualify for other forms of assistance due to income, type of housing, or other extenuating circumstances.
- Completed the removal of 11 dangerous or blighted properties in FY 2015.
- Prospective low income homebuyers receive housing counseling when receiving down payment assistance or when acquiring housing newly constructed by Habitat for Humanity.
- The City recently adopted a rental housing safety inspection program establishing a minimum standard for rental units to ensure safe and decent living conditions for everyone living in rental housing in the City of Lakewood.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

City of Lakewood staff monitors CDBG activities; as the HOME Consortium Lead, City of Tacoma staff monitors Lakewood's HOME activities. To ensure subrecipients carry out activities in compliance with CDBG program rules and regulations, standards and procedures for monitoring have been developed. As individual situations dictate, desk monitoring, on-site monitoring, and/or technical assistance may be provided. Each funded activity is assessed to determine the degree to which an activity or subrecipient is at risk of noncompliance with program requirements. The extent of monitoring activities is directly related to whether the activities have been assessed as being low, medium, or high risk. The purpose of monitoring visits is to identify any potential areas of noncompliance and assist the subrecipient in making the necessary changes to allow for successful implementation and completion of the activity.

In FY 2015, City staff completed monitoring of the PCHA Village Square Apartments Rehabilitation, San Francisco Street Improvements, LASA Prairie Oaks Client Service Center, and THA Prairie Oaks Permanent Affordable Housing projects for program compliance, construction, and Davis-Bacon compliance.

No deficiencies were noted during 2015 monitoring activities.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

As a federally mandated document, the CAPER must meet specific citizen participation requirements before submission to the federal government. In accordance with the Citizen Participation Plan requirements adopted by the Cty of Lakewood on November 1, 1999, the City provided notification of the report in THE NEWS TRIBUNE on September 6, 2016 of a September 21, 2016 public hearing to be held by the Community Services Advisory Board to receive public comments on the draft FY 2015 CAPER.

<u>Community Services Advisory Board Public Hearing on the Consolidated Annual Performance Report – September 21, 2015</u>

There was no one present to comment. No written comments were provided.

OMB Control No: 2506-0117 (exp. 07/31/2015)

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

No changes are expected.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

PART I: SUMMARY OF CDBG RESOURCES	
01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	0.00
02 ENTITLEMENT GRANT	467,748.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	78,508.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	546,256.00
PART II: SUMMARY OF CDBG EXPENDITURES	
09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	344,933.78
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	344,933.78
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	98,363.40
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	443,297.18
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	102,958.82
PART III: LOWMOD BENEFIT THIS REPORTING PERIOD	
17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	35,352.53
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	309,581.25
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	344,933.78
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%
LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS	
23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%
PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS	
27 DISBURSED IN IDIS FOR PUBLIC SERVICES	3,853.97
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	3,853.97
32 ENTITLEMENT GRANT	467,748.00
33 PRIOR YEAR PROGRAM INCOME	72,708.15
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	540,456.15
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	0.71%
PART V: PLANNING AND ADMINISTRATION (PA) CAP	
37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	98,363.40
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	98,363.40
42 ENTITLEMENT GRANT	467,748.00
43 CURRENT YEAR PROGRAM INCOME	78,508.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	546,256.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	18.01%

LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Plan Year	IDIS Project	IDIS Activity	Activity Name	Matrix Code	National Objective	Drawn Amount
2014	12	183	PCHA Village Square Apt. Rehabilitation	14D	LMH	$35,352.53
				14D	**Matrix Code**	**$35,352.53**
Total						**$35,352.53**

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2013	11	171	5838627	Prairie Oaks Client Services Center	03	LMC	$872.34
2013	11	171	5846727	Prairie Oaks Client Services Center	03	LMC	$142.52
2013	11	171	5856221	Prairie Oaks Client Services Center	03	LMC	$173.28
2013	11	171	5877663	Prairie Oaks Client Services Center	03	LMC	$173.49
2013	11	171	5885842	Prairie Oaks Client Services Center	03	LMC	$563.00
2013	11	171	5899742	Prairie Oaks Client Services Center	03	LMC	$154.71
2013	11	171	5907128	Prairie Oaks Client Services Center	03	LMC	$206.28
2013	11	171	5914979	Prairie Oaks Client Services Center	03	LMC	$357.40
2013	11	171	5920200	Prairie Oaks Client Services Center	03	LMC	$28,084.92
2013	11	171	5962949	Prairie Oaks Client Services Center	03	LMC	$203.99
					03	**Matrix Code**	**$30,931.93**
2014	11	182	5846731	San Francisco Street Improvements	03K	LMA	$3,686.77
2014	11	182	5849095	San Francisco Street Improvements	03K	LMA	$23,673.33
2014	11	182	5878729	San Francisco Street Improvements	03K	LMA	$128,433.46
2014	11	182	5885834	San Francisco Street Improvements	03K	LMA	$1,254.05
2015	1	184	5893058	108th Street Roadway Improvements	03K	LMA	$4,302.34
2015	1	184	5899749	108th Street Roadway Improvements	03K	LMA	$2,875.84
2015	1	184	5907136	108th Street Roadway Improvements	03K	LMA	$9,006.00
2015	1	184	5914981	108th Street Roadway Improvements	03K	LMA	$1,792.17
2015	1	184	5920202	108th Street Roadway Improvements	03K	LMA	$23,379.99
2015	1	184	5941987	108th Street Roadway Improvements	03K	LMA	$328.11
2015	1	184	5962957	108th Street Roadway Improvements	03K	LMA	$6,265.36
					03K	**Matrix Code**	**$204,997.42**
2014	7	178	5856223	LASA Services for Homeless Families	05	LMC	$178.13
2014	7	178	5869011	LASA Services for Homeless Families	05	LMC	$328.26
2014	7	178	5877664	LASA Services for Homeless Families	05	LMC	$81.78
					05	**Matrix Code**	**$588.17**
2014	9	181	5846729	YMCA Childcare Scholarship Program	05L	LMC	$3,265.80
					05L	**Matrix Code**	**$3,265.80**
2013	3	162	5846725	Emergency Assistance for Displaced Residents	08	LMC	$3,912.28
2013	3	162	5856219	Emergency Assistance for Displaced Residents	08	LMC	$557.95
2014	4	175	5856222	Emergency Assistance for Displaced Residents	08	LMC	$3,456.29
2014	4	175	5869009	Emergency Assistance for Displaced Residents	08	LMC	$1,687.70
2014	4	175	5885844	Emergency Assistance for Displaced Residents	08	LMC	$136.14
2014	4	175	5899745	Emergency Assistance for Displaced Residents	08	LMC	$716.33
2014	4	175	5907130	Emergency Assistance for Displaced Residents	08	LMC	$3,502.89
2014	4	175	5920201	Emergency Assistance for Displaced Residents	08	LMC	$2,000.00
2014	4	175	5942120	Emergency Assistance for Displaced Residents	08	LMC	$4,641.50
2014	4	175	5962953	Emergency Assistance for Displaced Residents	08	LMC	$3,480.07
					08	**Matrix Code**	**$24,091.15**
2013	2	161	5941992	Major Home Repair	14A	LMH	$6,269.83
2014	3	174	5950147	Major Home Repair	14A	LMH	$9,920.39

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2015	3	186	5838706	Major Home Repair	14A	LMH	$74.00
2015	3	186	5846733	Major Home Repair	14A	LMH	$841.49
2015	3	186	5856227	Major Home Repair	14A	LMH	$2,518.85
2015	3	186	5869018	Major Home Repair	14A	LMH	$4,126.99
2015	3	186	5877670	Major Home Repair	14A	LMH	$3,358.28
2015	3	186	5885846	Major Home Repair	14A	LMH	$2,474.06
2015	3	186	5891772	Major Home Repair	14A	LMH	$2.46
2015	3	186	5899766	Major Home Repair	14A	LMH	$2,842.60
2015	3	186	5907124	Major Home Repair	14A	LMH	$3,544.38
2015	3	186	5914996	Major Home Repair	14A	LMH	$3,414.18
2015	3	186	5920653	Major Home Repair	14A	LMH	$58.40
2015	3	186	5934098	Major Home Repair	14A	LMH	$3,138.38
					14A	**Matrix Code**	**$42,584.29**
2015	6	189	5899756	CDBG Administration of HOME Housing Services	14J	LMH	$1,261.40
2015	6	189	5907143	CDBG Administration of HOME Housing Services	14J	LMH	$514.68
2015	6	189	5914992	CDBG Administration of HOME Housing Services	14J	LMH	$791.51
2015	6	189	5934094	CDBG Administration of HOME Housing Services	14J	LMH	$113.23
2015	6	189	5941990	CDBG Administration of HOME Housing Services	14J	LMH	$441.67
					14J	**Matrix Code**	**$3,122.49**
Total							**$309,581.25**

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2014	7	178	5856223	LASA Services for Homeless Families	05	LMC	$178.13
2014	7	178	5869011	LASA Services for Homeless Families	05	LMC	$328.26
2014	7	178	5877664	LASA Services for Homeless Families	05	LMC	$81.78
					05	**Matrix Code**	**$588.17**
2014	9	181	5846729	YMCA Childcare Scholarship Program	05L	LMC	$3,265.80
					05L	**Matrix Code**	**$3,265.80**
Total							**$3,853.97**

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2015	2	185	5838632	Administration	21A		$6,551.56
2015	2	185	5846732	Administration	21A		$11,200.64
2015	2	185	5846735	Administration	21A		$5,533.87
2015	2	185	5856224	Administration	21A		$5.35
2015	2	185	5856226	Administration	21A		$5,668.78
2015	2	185	5869013	Administration	21A		$1,800.13
2015	2	185	5869015	Administration	21A		$762.95
2015	2	185	5877668	Administration	21A		$2,986.01
2015	2	185	5877671	Administration	21A		$2,732.13
2015	2	185	5885840	Administration	21A		$3,941.32
2015	2	185	5885848	Administration	21A		$356.79
2015	2	185	5891773	Administration	21A		$1,471.35
2015	2	185	5899753	Administration	21A		$8,893.75
2015	2	185	5899761	Administration	21A		$285.59
2015	2	185	5907138	Administration	21A		$7,853.96
2015	2	185	5909383	Administration	21A		$367.04
2015	2	185	5914986	Administration	21A		$532.67
2015	2	185	5914989	Administration	21A		$4,639.38

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2015	2	185	5920205	Administration	21A		$6,022.72
2015	2	185	5934064	Administration	21A		$16,199.30
2015	2	185	5934104	Administration	21A		$728.38
2015	2	185	5941989	Administration	21A		$9,156.62
2015	2	185	5941993	Administration	21A		$531.42
2015	2	185	5950304	Administration	21A		$141.69
					21A	**Matrix Code**	**$98,363.40**
Total							**$98,363.40**