



MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(Revised: 09/23/13)

APPROVED: MULTNOMAH COUNTY

BOARD OF COMMISSIONERS

AGENDA # R-4 DATE 6/12/14

MARINA BAKER, ASST BOARD CLERK

Board Clerk Use Only

Meeting Date: 6/12/14

Agenda Item #: R.4

Est. Start Time: 10:15 am

Date Submitted: 5/28/14

Agenda Title: **Approval of FY15 Community Development Block Grant (CDBG) Action Plan and Awards**

Requested

Meeting Date: Thursday, June 12, 2014 Time Needed: 10 Minutes

Department: County Human Services Division: Community Services

Contact(s): Regena Warren

Phone: 503.988.4777 Ext. 84777 I/O Address: 167/2nd Fl.

Presenter

Name(s) &

Title(s): Mary Li – Division Manager; Regena Warren – Housing Specialist

General Information

1. What action are you requesting from the Board?

Approval of the FY15 Community Development Block Grant (CDBG) Action Plan and awards.

2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.

The County is entitled to receive CDBG funds from HUD annually for the geographic area that excludes the area covered by the Cities of Portland and Gresham. CDBG funds are targeted to neighborhood revitalization, public services and public facilities and improvements in East County. The Department anticipates receiving \$294,348. Funds are included in PO 25140 Community Development.

HUD allows local jurisdictions to develop their own project selection process as long as the project meets a national objectives, including 1) benefits to low and moderate income persons, 2) aid that prevents or eliminated slum and blight, or meet other "urgent needs", i.e. decent housing, suitable living environments and expanded economic opportunities.

The 2013-14 Consolidated Plan can be found on the city website at:

<http://www.portlandoregon.gov/phb/>

3. Explain the fiscal impact (current year and ongoing).

There is no fiscal impact in FY14. In FY15, it is anticipated that \$294,348 will be received.

4. Explain any legal and/or policy issues involved.

N/A

5. Explain any citizen and/or other government participation that has or will take place.

The County's program is guided by a Policy Advisory Board (PAB) made up of representatives from the participating small cities of Fairview, Maywood Park, Troutdale, Wood Village, Lake Oswego, and District 5. The PAB reviews the community applications and staff reports each year, and makes funding recommendations to be approved by the Board. Funding recommendations target projects that align with the Annual Action Plan and HUD National Objectives. The PAB met on April 10, 2014 to review applications, to conduct the required Public Hearing process, and to then determine FY15 funding recommendations.

In addition, the Federal Funding Oversight Committee (FFOC) presides at public hearings on shared elements of the Consolidated Plan, makes recommendations, determines reasonableness of Action Plans and monitors related citizen participation processes. The County has two representatives – Jimmy Brown (Chief of Staff for Commissioner Smith) and Craig Ward (City Manager for the City of Troutdale). FFOC held the joint Action Plan Hearing with City of Portland, the City of Gresham, and Multnomah County on November 20, 2013.

Required Signature

**Elected
Official or
Department
Director:**

Susan Myers /S/

Date:

05/28/14

Note: Please submit electronically. Insert names of your approvers followed by /s/ - we no longer use actual signatures. Please insert date approved.

Multnomah County Action Plan 2014-15

Project Name	Contractor	Description	Funding Source	FY2014-15 Allocation 294,348	Outcome Description	One Year Goal	Five Years Goal	Indicator
Public Facilities & Improvements								
Pedestrian Access Development	City of Wood Village	Park Improvements	CDBG	\$67,765	Accessibility for the purpose of creating a sustainable living environment	2113 households	4,200 people	People
Public Services								
Permanent Housing Project	Human Solutions, Inc.	Permanent Housing.	CDBG	\$22,130	Accessibility for the purpose of providing improved decent affordable housing	48 People	315 People	People
Info & Referral and Emergency Services Project	Catholic Charities/EI Programa	Provides I&R, emergency svc. and advocacy to Latino population	CDBG	\$6,637	Availability of support and advocacy for economic opportunity	200 People	1000 People	People
Community Education	Community Alliance of Tenants	Provides Fair Housing Activities	CDBG	\$7,195	Accessibility for the purpose of providing decent affordable housing	120 People	25 People	People
Housing Services								
Adapt-a-Home	Unlimited Choices, Inc.	Performs accessibility measures in homes of people with disabilities	CDBG	\$57,525	Accessibility for the purpose of providing decent affordable housing	18 homes	115 homes	Housing Units
Mend-a-Home	Unlimited Choices, Inc.	Provides critical home repairs for low-income homeowners	CDBG	\$75,225	Accessibility for the purpose of providing decent affordable housing	24 homes	115 homes	Housing units
Administration								
Administration tasks for Consolidated Plan	City of Portland/PHB	Administration and staff support for the Consolidated Plan/Annual Action Plans	CDBG	\$3,400	N/A	N/A	N/A	N/A
General Administration	Multnomah County/ DCHS Community Services Division	Administration and staff support CDBG program and general project oversight	CDBG	\$55,469	N/A	N/A	N/A	N/A
Sub Total				295,346				
Contingency	TBD	In case of Project Overruns	CDBG	1,274	N/A	N/A	N/A	N/A
Total Allocated Funds				\$296,620	N/A	N/A	N/A	N/A

Multnomah County 2014-2015 Annual Action Plan Executive Summary

The County, as an entitlement jurisdiction, receives an annual allocation of Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD). Multnomah County is pleased to partner with other Consortium members (City of Portland and City of Gresham) in the 5-Year Consolidated Plan that is submitted to HUD by the City of Portland on behalf of the Consortium.

The County's Annual Action Plan and 5-Year Plan has used CDBG funds for activities such as Public Facilities and Improvements, Public Services and Housing Rehab for the jurisdictional area in East County that consists of the small cities that includes Maywood Park, Fairview and Wood Village, Troutdale, and unincorporated Lake Oswego. This Action Plan represents the fourth year of the 5-Year Consolidated Plan.

All projects further the objectives of the Consolidated Plan and are directly tied to the priorities and principles of the Consolidated Plan.

The County's CDBG allocation for program year 2014-2015 totals \$294,348.

Geographic Distribution

Multnomah County's jurisdiction consists of the small cities in East County; Fairview, Maywood Park, Troutdale, Wood Village, and unincorporated Lake Oswego.

The small cities of the county jurisdiction have been qualified as an *Exception Area*, where the area meets or beats the Upper Quartile Percentage of poverty for all areas of Multnomah County (37.96%). Following are the low-moderate income percentages for each of the cities:

Fairview 52.4%
Lake Oswego 24.0%
Maywood Park 16.4%
Troutdale 31.0%
Wood Village 44.2%
Rest of County 25.4%

While currently only Fairview and Wood Village qualify to receive funding using the Upper Quartile Percentage criteria, very low and low-mod-income citizens in

the whole jurisdictional area receive direct assistance from housing and public services projects.

Multnomah County has funded Public Facilities and Improvement projects to invest in the stabilization of low-income communities by improving the safety and livability of neighborhoods for the purpose of creating a sustainable living environment. The County has funded and successfully completed ten Public Facilities Improvement projects to-date. The single CDBG funded Public Facilities and Improvements Project for 2014-15 is located in one of the lowest income residential area of Wood Village.

The County funds Public Services projects that provide a sustainable living environment for the low-income citizens in East County. Projects include short-term crisis support for Latinos and fair housing enforcement services.

The Housing Rehab projects funded by Multnomah County provides decent affordable housing and helps to retain affordable housing stock by increasing the availability, livability and accessibility for low and moderate-income families.

Approximately, 75% of the CDBG funded Housing Rehabilitation projects are focused in Fairview and Wood Village, and about 25% live in Troutdale and outlying unincorporated areas of the County. All recipients of rehab work are qualified by intake process, using the most current median income guidelines and are extremely low to low-mod income.

Public Services projects use intake forms to qualify recipients and serve the lowest income population of the whole jurisdictional area. It is estimated that 98% of recipients of the County's CDBG funds are extremely low to low-moderate income.

Funding Priorities

Multnomah County allocates CDBG funds through a competitive process. Applications are reviewed by staff. Their ratings are submitted to the Policy Advisory Board (PAB) that is made up of a member from each of the small cities in the jurisdiction and one member from the Board of County Commissioners.

Keeping in mind the funding Priorities of the 5-year Strategies for Multnomah County, the PAB continues to use the following percentage ranges for use in the 2014-15 CDBG allocation of funds:

- Housing 35%-45%
- Public Facilities Improvements 24%-30%
- Public Services 11%-15%
- Administration 20%

These percentages are adjusted according to funding factors, applications received, and current needs of the community.

The 2014-15 funds were allocated as follows:

- Housing 45% (2 projects)
- Public Facilities Improvements 23% (1 project)
- Public Services 12% (3 projects)
- Administration 20%
- Contingency (For use on Fair Housing efforts)

Citizen Participation

Citizen participation is an integral component of the Five-Year Consolidated Plan. Participation by people who are low-income or who live in low and moderate-income neighborhoods is especially important. The County convened two public hearings; one was held on April 10, 2014 at the Wood Village City Hall and will hold the second public hearing in June 2014 before the Board of County Commissioners. Combined hearings were also held with the City of Portland and the City of Gresham on November 14, 2013 and May 6, 2014 at various times and locations. The hearings were publicized in local newspapers and the Daily Journal of Commerce. Flyers were placed in the common areas of local City Halls, social service agencies and libraries. Additionally, notices were posted on county and city websites. All hearings advertised were in ADA accessible locations and translation and childcare services were also available upon request.

There were no public comments recorded during the April 10, 2014 Public Hearing held at Wood Village City Hall. The second public hearing has yet to be scheduled; however, any public comments will be included in the Consolidated Plan updates. Past public input helped to identify the jurisdictions top needs as follows:

- **Housing Needs:** Improvement/rehabilitation of residential housing to maintain and increase housing stock in low-income neighborhoods.
- **Community Development Needs:** Public Facilities and infrastructure improvements to help in the stabilization of small communities by improving water and sewer lines, roads and sidewalks, parks.
- **Social Services Needs:** support for homeless service providers and transitional housing, energy education and workshops and support and advocacy for economic opportunity for Latino families.

Following are three main priorities identified by stakeholders and the public that reflect the needs of the community. All funded projects are tied to at least one of these priorities:

- Priority 1: Invest in housing programs that focus on providing decent, stable housing for those with greatest need.
- Priority 2: Invest in infrastructure and public facilities improvements development that promotes stabilizing and revitalizing low-income communities.
- Priority 3: Support social services operations for organizations assisting homeless families, low-income citizens, and special needs populations to help expand economic opportunities.

Multnomah County is committed to efficiently administering and utilizing CDBG funds in the east Multnomah County area by conscientiously soliciting and choosing projects that will best serve the low-moderate residents while working closely with our community partners.

Summary of Annual Action Plan FY 2014-15

The small cities that form the Multnomah County entitlement are committed to serving the lowest income residents with the greatest needs in their communities. The priority needs and objectives of the Consolidated Plan are kept in mind as projects are being developed. This includes public facilities improvements and infrastructure projects, housing rehabilitation projects, and public services projects for eligible low-income citizens.

Multnomah County reviewed the **needs and objectives** for the reporting period through the program's Policy Advisory Board, non-profit participants, and program staff. Due to the limited resources available, the County continues to focus on existing on-going projects in public services, housing rehabilitation and public works/facilities in projects in East Multnomah County. The applications were rated by qualification, experience and correlation to the Principles and Priorities of the 5-Year Consolidated Plan.

The resource table below shows the County's 2014-15 Entitlement Grant amount and Contingency funds.

2014-15 Entitlement Grant	\$294,348
Contingency	2,274
Total	\$296,622

For Program Year 2014-15 the following Projects were funded:

Multnomah County funded two projects that are located in a **low-moderate area benefit** as follows:

1. Public Facilities and Improvements

Public Facilities and Improvement projects address the national objective of benefits to low-moderate income persons on an area basis. The goal of the Public Facilities and Improvements program is to increase the safety, livability and sustainability of neighborhoods in low to moderate-income areas in East Multnomah County.

Multnomah County qualifies as an "exception area" and the cities of Fairview and Wood Village qualify by meeting the "upper quartile percentage" for the County,

established at 37.8%. Projects are concentrated in areas of lowest income using available census information.

City of Wood Village-\$67,765

The **City of Wood Village** will make improvements to the city's Donald L. Robertson Park, the only park within a ½ mile within distance from nearby schools and neighborhoods. The Donald L. Robertson Park is the center of many City-sponsored activities, team sports play, pick-up basketball games, pre-school and young family play structure activities along with walking, jogging and nature pursuits. The project will provide upgrades to three popular and well used elements of the park, including repair and resurface of the existing basketball court with safe, all-weather surfacing, enlarging the play structure area in the children's playground area, replenishing ADA approved manufactured wood fiber and rehabilitation and reconstruction of the extensive play field irrigation system. The park project is located in the following census tract:

Census Tract: 103.3	Block Group: 1	Population:5728	Low/mod Pct: 41.9%
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2. Fair Housing

The 2011 Analysis of Impediments to Fair Housing Choice Executive Summary shows a real and present problem of unlawful discrimination in housing. People with disabilities and people of different racial and ethnic backgrounds face the most discrimination in seeking and staying in housing. Complaint data shows many alleged acts of discrimination, including refusal to rent, quoting different terms and conditions steering, and refusal to make reasonable accommodations. Renters and buyers are specifically impeded by limited knowledge of the Fair Housing Law, lack of educational materials, culturally appropriate information and linguistic isolation. One of the recommendations to address these issues is to increase overall outreach and education to the general public about Fair Housing Law; provide easily accessible and culturally and linguistically appropriate information regarding rights and resources.

Community Alliance of Tenants-\$7,195

The Community Alliance of Tenants (CAT) will address the growing need of tenant education and support services in East Multnomah County. Tenant education prevents these damaging situations through a two-pronged approach to stability. CAT will provide immediate, individualized support through renter education community workshops, the Renter's Rights Hotline and written

brochures. The tenant education program provides information targeted to assist low-income renters to advocate for themselves successfully, preserving their homes, their families and their communities. All services will be available in Spanish, English, Vietnamese and Russian.

Multnomah County funded three activities with **limited clientele benefit** for the following:

Housing

The goal of housing is to invest in housing programs that focus on providing decent, stable housing for those with greatest need.

1. Unlimited Choices, Inc.-\$132,750

Housing rehab projects provided by **Unlimited Choices, Inc. (UCI)** serve low and low-mod income persons in the east county area: Fairview, Wood Village, and Troutdale, as well as unincorporated areas within the jurisdiction.

The **Adapt-a Home** program offers clients information and assistance, on-site assessments to prioritize needs, a detailed request for bids, oversight and troubleshooting during construction, final project inspection, signed property owner release form and satisfaction questionnaires. Homes were retrofitted with shower/tub grab bars, raised toilets, ramp/walker steps, repaired gutters, handrails, deck repairs and doorway expansions.

The **Mend-a-Home** program provides critical home repair to certain elements of a housing unit that are in urgent need, but where the whole house is not rehabilitated. Critical home repairs include roofs, gutters, plumbing, electrical, structural and those things deemed essential to the health and safety of the homeowners, such as, black mold, broken doors and/or windows, door locks and floor damage.

2. Human Solutions, Inc.-\$22,130

Human Solutions, Inc. will provide safe, stable, long term permanent housing and support to families in transitional housing currently residing in the **Willow Tree Project**. The program will move toward utilizing the 10 transitional apartment units as permanent housing units. Homeless families will be able to remain in the units for as long as they wish. Three of the ten units at Willow Tree will be project-based section 8 and the homeless families can remain in these units as long as they comply with the lease agreement. The homeless families remaining seven units will be able to choose to remain in those units and pay full rent when their rent subsidy ends. Units will be filled with eligible homeless families when one of the ten units is vacated. Willow Tree will also

provide supportive services designed to increase the family's chance of successfully remaining in permanent housing after exiting the project.

Economic Opportunity

Multnomah County-specific economic opportunity priority: Support social service operations for organizations assisting homeless families, low-income citizens and special needs populations to expand economic opportunities.

3. Economic Opportunity-Catholic Charities-

\$6,637

Catholic Charities will provide year-round information and referral, emergency services and advocacy to the low-income, Latino population living in Troutdale, Wood Village and Fairview (and other areas of unincorporated Multnomah County). Clients receiving emergency services undergo a comprehensive assessment that enables them to access additional services and move from vulnerability to self-sufficiency. Service options include: education and leadership classes and workshops, counseling, health services, legal guidance and notary services, employment support, energy and food assistance, translation services, and tax preparation assistance.

Administration

General Administration	\$55,469
Portland Housing Bureau-Consolidated Plan Administration	3,400

The Portland Housing Bureau continues to take the lead for the Consortium and the Federal Funding Oversight Committee (FFOC). Staffing includes coordination and manage committee work plans, and lead responsibility for coordination and completion of the Consolidated Plan, Annual Action Plan, Analysis of Impediments to Fair Housing, Citizen Participation One-Year Action Plans and performance reports requested by Housing and Urban Development (HUD)

Multnomah County partners with the City of Portland and works collaboratively sharing cost and staffing support for the continued development of the 5-year consolidated plan. County staff participates on the FFOC and provides support to the Policy Advisory Board (PAB) of Multnomah County; that is made up of representatives from each of the five participating cities of Fairview Maywood Park, Troutdale, Wood Village and portions of Lake Oswego. The PAB establishes the criteria for competitive RFP processes and recommends projects to be funded with federal housing and community development funds in Multnomah County.

Loans and Other Receivables

There are a number of existing loans in which the County is the beneficiary and actual indebtedness is evidenced. Repayment of the loans will occur as the buildings are sold or refinanced. A report of activities can be located in the 2013-14 Consolidated Action Performance and Evaluation Report.

The accompanying Action Plan Table and Allocation Summary (see attachment) show Community Development Block Grant funding allocations and project summaries.