



City of East Wenatchee Community Development Block Grant Program

2021 Consolidated Annual Performance & Evaluation Report (CAPER)

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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 2021 CDBG formula grant was \$147,220. The 2021 Annual Action Plan allocated the funds to the following projects:

- \$12,446 for City CDBG planning and administrative activities
- \$134,774 for Hamilton Street – Street Improvement Project: The streets include Hamilton Street between 9th St NE and Standerfer Street and a small section of Standerfer Street between French Avenue and Hamilton Street. This 0.13-mile street improvement project includes installation of a new 5' sidewalk on the east side of Hamilton; new curb and gutter; upgrades to sanitary sewer and water utility systems; and installation of a stormwater drainage system. On-street parking will be preserved on the east side of Hamilton Street. The project also includes a small section of sidewalk on the north side of Standerfer Street and upgrades to underground utilities in the intersection of Standerfer and Hamilton.

On April 13, 2020, the City was notified of a special allocation of \$83,927 in CDBG-CV funding to prevent, prepare for or respond to the coronavirus pandemic. The 2019 Annual Action Plan was amended to re-allocate \$50,000 of Program Year 2019 CDBG funds from our homeowner assistance program to a microenterprise grant program along with the new CDBG-CV funds. A total of \$133,927 was allocated for microenterprise business grants – it was estimated that up to 26 businesses could be provided with \$5,000 grants.

Progress:

City CDBG planning and administrative activities. Only a portion of the funds allocated to administrative activities for 2021 were expended. **Total administrative expenditures for 2021 were \$1,894.60.** That left \$10,551.40 of remaining funds that can be used for projects during the 2022 program year.

Hamilton Street – Street Improvement Project.

The engineering and design for the project was completed during the 2021 program year. Additionally, 60% of the construction of the project was completed by the end of the 2021 program year. The project has been funded using three consecutive years of CDBG allocations in accordance with Title 24: 570.200(h) – the proceed for reimbursement for pre-award costs. Program year funds from 2020, 2021, and 2022 were allocated to the project. **To date \$168,734.14 of CDBG funding has been spent on the project.** During the 2021 Program year \$107,474.31 of 2020 funds was spent on Design Engineering and of the 2021 funds, \$16,586.53 was spent on Design Engineering and \$16,458.19 was spent on Design Services during Construction. The Hamilton Street – Street Improvement Project is under construction as of the end of the 2021 Program Year and anticipated to be completed by November 30, 2022. The remaining 2021 CDBG funds will be expended with this project. The following table is a breakdown of the revenue and estimated costs for the project. **CDBG funds made up 32.6% of the funding necessary to**

complete the project.

**Table 1: Estimated Cost and Revenue
Hamilton Street – Street Improvement Project**

Source	Revenues	% of Costs
2020	\$135,689.42	
2021	\$134,774.00	
2022	\$121,887.00	
Total CDBG	\$392,350.42	32.6
East Wenatchee Water District	\$209,263.00	17.4
Douglas County Sewer District	\$29,757.00	2.4
Douglas County Sales & Use Tax	\$228,000.00	19.0
City – Stormwater Utility	\$243,933.00	20.3
City – General Fund	99,313.58	8.3
Total Revenue	\$1,202,617.00	

The following table shows the activities related to the Hamilton Street – Street Improvement Project tabulated by year.

Table 2: Breakdown of CDBG Expenditures by Year

Program Year	2020	2021	2022	Total
Allocation	\$135,689.42	\$134,774.00	\$121,887.00	
Description				
Design Engineering	\$135,689.42	\$16,586.53		\$152,275.95
SDC		\$16,458.19		\$16,458.19
Construction		\$101,729.28	\$121,887.00	\$223,616.28
Total	\$135,689.42	\$134,774.00	\$121,887.00	\$392,350.42

Microenterprise Business Grants

On September 23, 2020, a subrecipient agreement was executed between the City and the Chelan Douglas Port Authority to manage the microenterprise business grant program. During 2020 Program Year 9 businesses received a \$5,000 grant each for a total expenditure of \$45,000. During 2021 Program Year, only 1 business received a \$5,000 grant. The requirement for CDBG program eligibility is more stringent than other state programs. East Wenatchee is a small community. The requirement to only spend the funds to benefit city residents and businesses make it more difficult to expend the funds.

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
Effectively plan and administer the CDBG Program	Non-Housing Community Development	CDBG: \$1,894.60	Other	Other	1	0	100%	2021	2021	100%
Enhance economic development	Non-Housing Community Development	CDBG: \$ 0.0	Businesses assisted	Businesses Assisted	5	0	0.00%			0%
Improve public facilities and infrastructure	Non-Housing Community Development	CDBG: \$33,044.72	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	33	0	60.00%	2021	2022	60.00%
Increase access to owner-occupied housing	Affordable Housing	CDBG: \$ 0.0	Direct Financial Assistance to Homebuyers	Households Assisted	5	0	0.00%			0%
Maintain existing affordable housing stock	Affordable Housing	CDBG: \$ 0.0	Rental units rehabilitated	Household Housing Unit	3	0	0.00%			0%

Reduce and prevent homelessness	Homeless	CDBG: \$ 0.0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	40	0	0.00%			
Reduce and prevent homelessness	Homeless	CDBG: \$	Housing for Homeless added	Household Housing Unit	40	0	0.00%			
Support public services	Homeless Non-Homeless Special Needs	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	5	0	0.00%			
Support public services	Homeless Non-Homeless Special Needs	CDBG: \$	Other	Other	5	0	0.00%			

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

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 primary basis for allocation of CDBG resources is to serve the needs of low and moderately low income households, business, and individuals. Consolidated Plan strategies developed through the community planning process reflect that a significant amount of funds are targeted to projects that benefit the low to moderately low income households. The funds that have been expended have benefitted low to moderate households or businesses.

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	0
Black or African American	0
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Total	0
Hispanic	0
Not Hispanic	0

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

Narrative

Since no projects were completed, no accomplishments have been reported.

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	public - federal	134,774	33,044.72

Table 3 - Resources Made Available

Narrative

The Hamilton Street – Street Improvement Project is under construction as of the end of the 2021 Program Year and anticipated to be completed by November 30, 2022. The remaining 2021 CDBG funds will be expended with this project.

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

The City does not distribute or allocate CDBG funds on a geographic basis.

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.

The City often uses CDBG funds to leverage other federal, state, local and private resources to meet housing and community development needs. While matching funds are not currently required for the City's CDBG program, the City anticipates that most major projects will be funded primarily through non-CDBG resources.

The Hamilton Avenue project will leverage other local funds include from the East Wenatchee Water District, Douglas County Sewer District and Douglas County Sales and Use Tax funds. We typically partner with agencies that have underground utilities or services when we are working on a street construction project.

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	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	0	0
Number of households supported through Acquisition of Existing Units	0	0
Total	0	0

Table 6 – Number of Households Supported

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

The overall goal of the community planning and development programs available from the City with CDBG funding is to assist low and moderate income households in obtaining affordable housing. No 2020 Program Year funds were allocated to housing projects.

The City still has \$18,469 from Program Year 2018 and \$58,695 from Program Year 2019 allocated to the Columbia Valley Housing Association homeowner downpayment assistance program – a total of \$77,164. The homeowner downpayment assistance program has been adversely impacted by the lack of inventory of homes for sale within a price range affordable to low-income individuals. East Wenatchee is a small community. Single-family homes only make up 56% of the total housing units in the City compare to 66% in Douglas County. In November 2017, there were 70 homes for sale that had a list price of \$300,000 or less, representing 32% of the total inventory. In November 2020, there were only 24 homes, representing 14% of the inventory. In October 2022, this number dropped to 13, representing 4.88%. The tight market and high cost, makes it difficult to find homes for low-income buyers.

Discuss how these outcomes will impact future annual action plans.

It will be important to monitor the progress for this program to determine whether the funds should be reallocated. The City will work closely with HUD staff to improve performance in timely implementation of identified community development strategies and CDBG. The City did not hinder Consolidated Plan implementation by action or willful inaction. Again, the market conditions have impacted the homeownership program.

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 Households Served	CDBG Actual	HOME Actual
Extremely Low-income	0	0
Low-income	0	0
Moderate-income	0	0
Total	0	0

Table 7 – Number of Households Served

Narrative Information

Again, there were not housing projects funded in 2020.

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

The City does not directly fund homeless outreach. Outreach is conducted through the work of organizations that operate in East Wenatchee and Wenatchee providing housing and housing support programs serving homeless and those at-risk of becoming homeless. East Wenatchee has no housing programs and relies upon other local agencies.

Elected officials from the City of East Wenatchee are members of the Chelan Douglas Homeless Housing Task Force. City staff also participate in the meetings. The group is responsible for the development of the local homeless strategic plan and recommends awards for the distribution of the Chelan Douglas Counties Homeless Housing fund (RCW 36.22.179 and RCW 36.22.1791), Consolidated Homeless Grant (CHG), Housing & Essential Needs Grant Funds (HEN) and Emergency Solutions Grant funds (ESG). The funding is allocated using a competitive grant application process that is typically on a 2-year cycle. No CDBG funds are expended. Chelan County is the lead entity for this process.

Addressing the emergency shelter and transitional housing needs of homeless persons

In 2021, the cities of East Wenatchee and Wenatchee enacted a new sales and use tax to fund affordable housing programs including homeless housing and support services. The new Columbia River Homeless Housing Task Force covers East Wenatchee and Wenatchee. Elected officials from both Wenatchee and East Wenatchee, as well as, homeless service providers are members of the task force. Wenatchee is lead entity for this program. The initial focus of the task force is to provide funding for agencies focused on providing low barrier shelter services for homeless individuals and individuals living in RV's or vehicles. No East Wenatchee CDBG funds are expended.

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

No CDBG funds were use, however local Homeless Housing Funding Awards were allocated for Prevention including legal assistance to help a tenant work out a program to avoid a pending eviction. Funding was awarded to an agency that provides transitional housing for individuals that have been released from a correctional facility.

Rental assistance programs from various agencies were funded with non-CDBG funds. The program helps tenants pay rent up to a maximum of 2 years.

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

Homeless Housing Funding Awards were allocated for Rapid Rehousing program. The Rapid Rehousing serviced include landlord liaison program. Some landlords are hesitant to rent to individuals or families with poor rental histories. This program allows landlords to sign up to participate knowing they will have a support system. If there is a problem with the tenant, the landlord can contact the agency. There is also a mitigation reserve that can pay for damages over and above the security deposit.

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

Actions taken to address the needs of public housing

In 2002, the city of East Wenatchee executed an interlocal governmental cooperation agreement (ILA) with the Housing Authority of Chelan County and the City of Wenatchee. The ILA allows the Housing Authority to operate, under limited circumstances, within the city limits. An East Wenatchee city councilmember serves on that agency's board of directors. The Housing Authority operated an apartment complex that includes 35 year-round units for low income farmworkers.

The Housing Authority also operates the HUD Section 8 Tenant Based Rental Assistance Program with 578 vouchers. Approximately 150 of the participants in the program reside in East Wenatchee. They also have 110 Veteran's Assistance Vouchers (VASH).

The Housing Authority has a range of services to address the needs of their tenants.

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

No activities or actions were taken by the city. However, the Housing Authority offers their tenants and clients a self-sufficiency education program which includes information on managing money, caring for a home and general life skills.

Actions taken to provide assistance to troubled PHAs

The Housing Authority is not a troubled PHA.

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)

None Taken.

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

None taken other than those mentioned in the Homeless and Other Special Needs section.

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

The City maintains a Lead Based Paint page in the Building Department section of the city website that provided educational pamphlets regarding lead-based paint hazards to tenants, contractors, and homeowners regarding lead-based paint. The City also works directly with each subrecipient to ensure compliance with the regulations regarding lead-based paint.

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

The Columbia Valley Homeownership program gives families an opportunity to buy their home. Many single mothers with children effectively use homeownership assistance to stabilize their family situations, find better employment, and slowly build wealth back into their families. Unfortunately, the market value of single-family homes has increased beyond the capacity for most low-income residents.

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

City staff and elected officials actively participate in community efforts to address the needs of low-income residents. A Councilmember sits on the Housing Authority Board. The Mayor, a Councilmember, and Community Development Director regularly attend meetings of the Chelan Douglas Local Homeless Housing Task Force. The Task Force serves as a decision-making body providing oversight, direction, and guidance for the development and implementation of the Chelan-Douglas Homeless Plan. A Councilmember and the Community Development Director participate in the Columbia River Homeless Housing Task Force. This task force was created to provide recommendations in spending a new sales and use tax to fund affordable housing programs including homeless housing and support services. The Task Force covers East Wenatchee and Wenatchee. Elected officials from both Wenatchee and East Wenatchee, as well as, homeless service providers are members of the task force. Wenatchee is lead entity for this program. The initial focus of the task force is to provide funding for agencies focused on

providing low barrier shelter services for homeless individuals and individuals living in RV's or vehicles. No East Wenatchee CDBG funds are expended.

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

City staff regularly attend meetings of the Chelan Douglas Homeless Housing Advisory Committee. The Committee includes housing and service providers. Representatives are from the rental association, faith-based organizations, non-profits, state and local agencies. The Committee concentrated on outreach and communication between service providers and other public agencies that may be in contact with homeless individuals and families. This group provides recommendations to the cities, counties, and housing and service providers relative to actions that will reduce homelessness, encourage rapid re-housing, support and educate landlords, and provide information to the general public regarding homelessness.

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 maintains and periodically updates a Fair Housing web page in the Community Development Department section of the City website that provided brochures, forms and contact information for people to pursue Fair Housing claims.

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

The Community Development Department for the City of East Wenatchee is responsible for the administration of the CDBG Program. This includes the monitoring and evaluation of program activities as they relate to the adopted consolidated plan and annual action plan. City staff monitors subrecipients to ensure all regulatory requirements are met and that the information reported is complete and accurate.

Monitoring depends on the activity. Construction or acquisition projects will be monitored prior to work beginning and as they progress in order to ensure compliance with specific federal regulation such as Davis Bacon, Section 3, NEPA, and Uniform Relocation and acquisition requirements.

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.

In compliance with the Citizen Participation Plan and the Limited English Proficiency Plan, the City published a notice of availability and notice of public hearing in The Wenatchee World on November 18, 2022. The notice was published in English and Spanish. The notice announced the availability of the Draft 2021 Consolidated Annual Performance and Evaluation Report (CAPER) initiating the 15-day comment period and a notice of the public hearing on December 6, 2022.

A copy of the Draft 2021 CAPER was posted on the City website and made available at City Hall.

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 planned or anticipated.

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

No.

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

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 planned or anticipated.

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

No

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

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	0	0	0	0	0
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

Table 8 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					
Other.					

Table 9 – Qualitative Efforts - Number of Activities by Program

Narrative

Since no projects were completed, no accomplishments have been reported.

