



# **City of East Wenatchee Community Development Block Grant Program**

## **2020 Consolidated Annual Performance & Evaluation Report (CAPER)**

**Draft 11/17/2021**

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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 2020 CDBG formula grant was \$142,669. The 2020 Annual Action Plan allocated the funds to the following projects:

- \$7,647 for City CDBG planning and administrative activities
- \$135,000 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 the 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 the 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.

**Progress:** Expenditures of 2020 Program Year Funds included: \$6,957.58 in administrative expenses. The Hamilton Street project funds have not been expended. The City went through a consultant selection process and a design engineer was selected. The contract was executed on August 19, 2021 in the amount of \$118,202. No bills have been submitted for payment. It is anticipated that design will be completed early in 2022 and construction to follow.

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:** 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. To date 9 businesses have received \$5,000 each for a total expenditure of \$45,000. Requirement for CDBG program eligibility are more stringent than the state programs. East Wenathee is a small community. The requirement to only spend the funds to benefit city residents and businesses makes it more difficult to expend the funds.

On September 11, 2020 the City was notified of a special allocation of an additional \$114,862 designated as CDBG-CV3. The 2019 Annual Action Plan was amended for a second time to allocate the new funds

for the following programs:

- \$5,000 for City CDBG planning and administrative activities
- \$15,000 for the Chelan & Douglas County COVID-19 Food Assistance Program. The program is administered by Serve Wenatchee, a private non-profit, faith-based organization and the Town Toyota Center. Chelan Douglas Health District, the City of Wenatchee, and the City of East Wenatchee are providing the funding for the program. Boxes of food are prepared and delivered to persons or families that are required to quarantine or isolate as a result of exposure to COVID-19. This program is meeting an urgent need created by a serious and immediate threat to the health and welfare of the community.
- \$94,862 to the Community Action Council for emergency income payments for rent and utilities. This program provides funds to low- and moderate-income individuals and families who are impacted by COVID-19. The qualifying income limit is 80% of area median income. Funds will be available to pay up to six consecutive months of rental assistance or utility payments. The funds are paid directly to the landlord or the utility company on behalf of the qualifying tenant.

**Progress:** The only CDBG-CV3 funds expended were for the Chelan & Douglas County COVID-19 Food Assistance Program. The program operated from February through April 30, 2021. Total expenditure of \$10,534.66 serving 27 individuals (children and adults). None of the other funds have been expended. Large federal grants were provided for rent and utility grants over the past 7 months. With conflicting program requirements between those funds and the CDBG-CV3 requirements, it was determined that the CDBG-CV3 funds would be awarded after the other program funds were nearing the end of their availability.

**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
Improve public facilities and infrastructure	Non-Housing Community Development	CDBG: \$ 0.0	Public Facility or Infrastructure Activities other than Low/ Moderate Income	Persons Assisted	33	0	0%	2021	2022	0%
Effectively plan and administer the CDBG Program	Non-Housing Community Development	CDBG: \$6,958	Other: 1 Other				100%	2020	2020	100%

**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	18
Black or African American	0
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
<b>Total</b>	<b>18</b>
Hispanic	9
Not Hispanic	9

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

### Narrative

The microenterprise program assisted 9 businesses with 5 of them self-identifying as Hispanic. The food assistance program served 9 households with 4 of them self-identifying as Hispanic.

## 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	135,695	97,492.24

Table 3 - Resources Made Available

### Narrative

It should be noted that \$35,000 was charged in the 2020 Program Year but was actually expended in the 2019 program year for the Columbia Valley Housing Association homeowner downpayment assistance program. The program funds were from the 2018 Program Year.

### 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 microenterprise grant program requires no match and is responding to the economic impacts attributed to the COVID-19 pandemic. It should be noted that the Chelan-Douglas Port Authority is not charging any fees for the administration of the program.

The Hamilton Avenue project will leverage other local funds including from the East Wenatchee Water District and the Douglas County Sewer District. 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
<b>Total</b>	<b>0</b>	<b>0</b>

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	5	0
<b>Total</b>	<b>5</b>	<b>0</b>

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 compared to 66% in Douglas County. In November of 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 of 2020, there were only



24 homes listed at \$300,000 or less, representing 14% of the inventory of homes on the market. 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.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	0	0
Low-income	0	0
Moderate-income	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

**Table 7 – Number of Households Served**

**Narrative Information**

Again, there were no 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.

Also, East Wenatchee Community Development Department staff regularly attend meetings of the Chelan Douglas Homeless Advisory Committee. That committee includes representatives from various housing and service providers including state and local government agencies, non-profits, local landlords, and faith-based organizations.

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. That group is responsible for the development of the local homeless housing 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.

In 2021, the cities of East Wenatchee and Wenatchee enacted a new sales and use tax to fund affordable housing programs included homeless housing and support services. The new Columbia River Homeless Housing Task Force covers Wenatchee and East Wenatchee. Wenatchee will be the lead entity for this program.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

No CDBG funds were expended for homeless housing. Local funding awards were granted for emergency shelter operations and support. The emergency shelter programs include year-round shelters, severe-weather shelters, and hotel voucher programs. The hotel voucher program was funded to provide an alternative to emergency shelters when the typical shelter environment will not work for the family such as families with children or persons with disabilities. Funding was also provided to local transitional housing providers.

### **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 used, 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 services include a 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.

Permanent Supportive Housing projects were awarded local funds. This includes an award to a recently completed project to help them pay down the debt for the facility.

## **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 operates 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)**

The City initiated a project to audit the Zoning Code, Subdivision Code, and Greater East Wenatchee Area Design Standards & Guidelines to identify barriers and opportunities to expand the type of housing that would be allowed in the single-family zoning district and other districts that allow housing. Code amendments were enacted increasing the lot coverage in some districts, allowing duplexes and triplexes in the residential low-density zoning district, increasing the density allowed in the medium density residential district from 15 to 20 dwelling units per acre, and in the residential high zoning district from 24 to 30 dwelling units per acre. Allowing more density and more variety in housing types is a proven method of expanding affordable housing options.

**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 web site that provides 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 first 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. The Task Force is responsible for establishing and overseeing the local process for applying for, reviewing, and

prioritizing project applications for funding allocations to support the continued reduction and prevention of homelessness in Chelan and Douglas counties.

City staff also attend meetings of the Chelan Douglas Homeless Advisory Committee. That Committee provides an opportunity for housing and service providers to “spot-light” their programs fostering coordination among agencies and bringing more understanding of the services and facilities that are available to assist those who are homeless or at risk of becoming homeless.

Additionally, staff and an elected official participate in the Our Valley Our Future planning efforts as members of the original Core Team. This regional planning effort started in 2015. The plan has been updated annually to highlight projects that have been completed and to add projects requested by the community. These projects drive the vision forward and produce positive outcomes for the region. One of the major accomplishments of this effort was the development of a Regional Housing Solutions Group that meets regularly to inform local processes related to housing options..

Participation in homeless housing outreach activities and regional planning efforts provide City staff and elected officials with valuable institutional knowledge of the needs of the community.

**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 concentrates 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 web site that provides, 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 regulations 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 17, 2021. The notice was published in English and Spanish. The notice announced the availability of the Draft 2020 Consolidated Annual Performance and Evaluation Report (CAPER) and a notice of the public hearing on December 7, 2021 initiating the 15-day comment period.

A copy of the Draft 2020 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.**