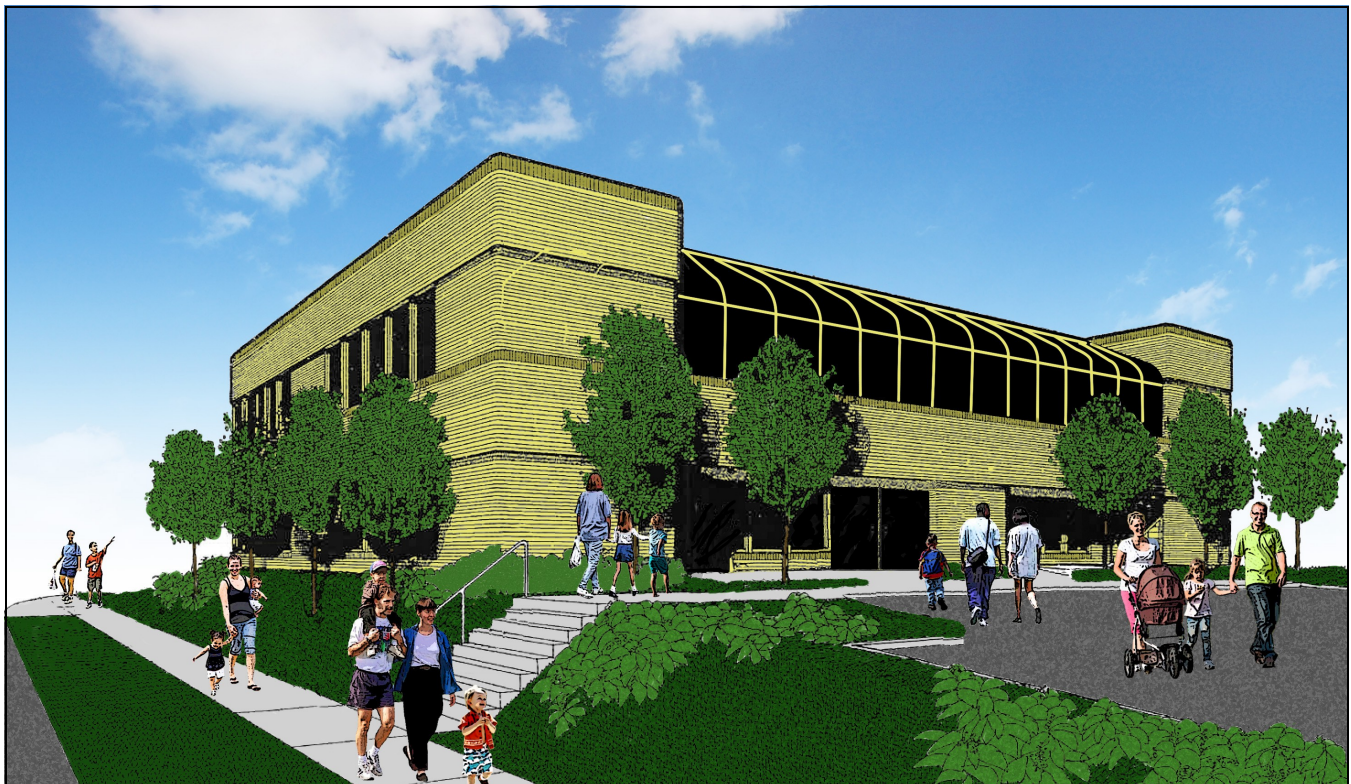




City of Olympia | Capital of Washington State

P.O. Box 1967, Olympia, WA 98507-1967

DRAFT COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM PROGRAM YEAR 2012 ACTION PLAN



Proposed Project: Family Support Center: Smith Building Family Housing Units
*Providing Emergency Shelter and Housing for
Homeless Families with Children*

2012 ACTION PLAN DEVELOPMENT TEAM**OLYMPIA CITY COUNCIL**

Position 1 **Stephen H. Buxbaum, Mayor**

Position 2 **Steve Langer**

Position 3 **Nathaniel Jones, Mayor Pro Tem**

Position 4 **Karen Rogers**

Position 5 **Julie Hankins**

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Community Planning & Development Department

The City of Olympia extends its thanks to the many stakeholders and citizens who participated in developing the Program Year 2012 (PY 2012) Annual Action Plan.

To request a copy of this publication in an alternative format, please contact Heather Reed at 360.753.8436, or via email at hreed@ci.olympia.wa.us.

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CITIZEN SUMMARY

Program Year 2012 Community Development Block Grant Annual Action Plan

“Family Support Center; Smith Building Family Housing Units”



OVERVIEW The City of Olympia proposes to use federal funding combined with a surplus city-owned building to provide critically needed shelter and housing resources for homeless families with children. This proposal, as described in the attached “**City of Olympia Community Development Block Grant Program Year 2012 Annual Action Plan**”, will help up to 13 households with up to 60 parents and children at a time to get off the streets and into safe accommodations. These units will be configured as seven (7) emergency shelter family suites for up to 32 parents and children, and six (6) permanent housing units with supportive services for up to 28 parents with children. Additionally, these families will receive supportive services to help them work towards independence.

PROPOSAL The specific proposal from the [Family Support Center](#) will combine \$551,500 in federal CDBG funding together with the potential sale or transfer of a City-owned surplus building called the Smith Building to create new emergency shelter and housing resources for homeless families with children. Built in 1978, the estimated “*as-is*” value of the Smith Building is between \$600,000 to \$700,000. These Community Development Block Grant funds will be made available during Program Year 2012, which runs from September 1, 2012 through August 31, 2013.

OTHER FUNDING The Family Support Center initially plans to *leverage* or combine the federal CDBG funds with an additional \$1,492,651 from other funding sources. As an added value, this proposal will free up 30 shelter beds by relocating the existing homeless family emergency shelter. This creates newly vacated emergency shelter beds to provide better options for up to 30 homeless street-dependent people currently in downtown Olympia, thereby addressing two key issues with one project.

PUBLIC COMMENT This proposed project and the CDBG Annual Action Plan were open for public comment period that ran from June 1, 2012 through July 2, 2012 with a public hearing on June 12, 2012. The public was encouraged to examine this plan, the underlying proposal from Family Support Center and to offer comments to the City Council, generally categorized as follows:

- Support for the Family Support Center’s Smith Building Family Housing Units Project
- Support for the SafePlace Community Center Project (*competing proposal*)
- Concerns about selling the City owned Smith Building for a dollar
- Concerns about impacts on surrounding neighborhoods and downtown businesses



PROGRAM YEAR 2012 ANNUAL ACTION PLAN

Federal Community Development Block Grant Program

The Community Development Block Grant (CDBG) Program is a federal program administered by the Department of Housing and Urban Development (HUD). The CDBG Program is a flexible program that provides communities with resources to address a wide range of unique community development needs. CDBG funds are intended to help develop viable urban communities by providing: 1) Decent housing; 2) A suitable living environment; and 3) Expanding economic opportunities, principally for low- and moderate-income people.

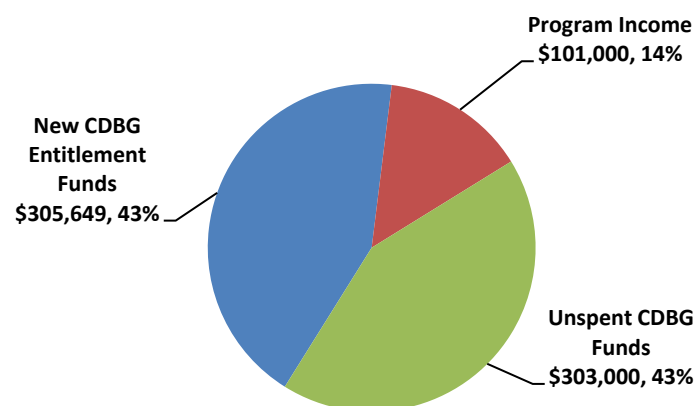
The City of Olympia has been a recipient of CDBG funds since 1982. The Olympia Housing Program of the Community Planning and Development (CPD) Department is the lead entity responsible for overseeing the CDBG Program. The PY 2012 Action Plan serves as the blueprint for how Olympia will invest CDBG funds to address high-priority local needs and benefit the community in the third and final year of the 2010-2012 Consolidated Plan period.¹

Anticipated Resources

The City anticipates the following financial resources:

\$305,649	New CDBG entitlement funds will be allocated to Olympia for PY 2012
\$101,000	Program income (repaid rehabilitation loans)
\$303,000	<u>Unspent CDBG funding from previous program years</u>
\$709,649	total anticipated resources for the PY 2012 CDBG Program
	<i>(Reflects both additional program income not yet received at the time of the CDBG "Request for Proposals" and reallocated funds from PY 2011)</i>

Figure 1. Anticipated Resources for PY 2012 CDBG Program



¹ Olympia's CDBG Program operates on a fiscal year that runs from September 1 to August 31, so the PY 2012 Action Plan covers the period from September 1, 2012, to August 31, 2013. To avoid confusing the 2012 CDBG program year with calendar year 2012, the program year is generally referred to as "PY 2012."

The 2010-2012 Consolidated Plan – Olympia’s Strategies for CDBG Investing Funding

The PY 2012 Action Plan is guided by strategies identified in the City of Olympia’s 3-year Consolidated Plan, 2010 - 2012. Readers can find a copy of the *Citizen’s Guide to the 2010-2012 Consolidated Plan* on the City’s website at www.olympiawa.gov. The *Citizen’s Guide* clarifies the purpose of the Consolidated Plan as a strategic plan that:

- **Evaluates** the past performance of Olympia’s CDBG Program,
- **Analyzes** Olympia’s housing and community development needs,
- **Describes** the consolidated planning and public participation process,
- **Presents** Olympia’s proposed strategies for using CDBG funds over the next three years, and
- **Invites** you to share your views and become involved in making future CDBG decisions.

Evaluation of Past Performance – Program Year 2011

In PY 2011 (September 1, 2011 – August 31, 2011) the Olympia CDBG Program funded \$454,000 for housing and community development activities during the second year of the 3-year 2010-1012 Consolidated Plan. The following activities were funded:

- **Land Acquisition** – Fifty-two percent (52%) of funds or \$235,100 was allocated to land acquisition for affordable housing development. However, zero percent (0%) was expended on land acquisition activity during this period.
- **Public Services** – Fifteen percent (15%) of funds (\$68,100) provided public services, including emergency shelter, transitional housing and drop-in centers for at-risk youth to a total of 432 people assisted to date.
- **Public Facilities** - \$85,000 from “Land Acquisition” listed above was reallocated through an Amendment of our PY 2011 Action Plan to fund an “Audible Signal Project” to install up to eight (8) audible traffic signals to improve safety for sight-impaired pedestrians.
- **Direct Service Delivery Costs** – A total of thirteen percent (13%) or \$60,000 of the funds was allocated for direct service delivery costs to manage the specifically funded activities.
- **Administration** – A total of twenty percent (20%) of the funds (\$90,800) was allocated for general administrative costs of running the CDBG Program.

More information about Olympia’s CDBG Program can be found in the *Citizen’s Guide*.

Program Year 2012 Action Plan

The City's CDBG Program Annual Action Plan was available for review during a public comment period that ran from June 1 through July 2, 2012, during which there was a public hearing on June 12, 2012.

This draft plan features a singular project – The Family Support Center Smith Building Family Housing Units - that uses three of the five strategies identified in the Consolidated Plan. These three strategic activities are identified as follows:

1. **Social service funds** for local nonprofits to assist low-income and other vulnerable populations.
2. **Public Facilities** to provide infrastructure, community center projects and emergency shelter facilities.
3. **Expand housing stock** with land acquisition for affordable housing development.

For more information about approved strategies, please see the *Citizen's Guide* and Part I of the 2010-2012 Consolidated Plan, available on the City's website located at www.olympiawa.gov.

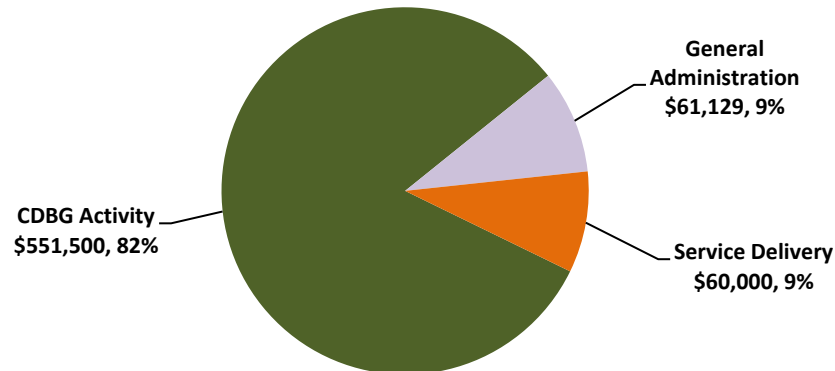
Federal Regulatory Caps on CDBG Funding

Federal CDBG regulations require a 15% cap on social services spending. For PY 2012, this means up to \$68,100 for social services, as 15% of the combined CDBG funding of \$454,000 includes \$305,649 in new funds and \$101,000 in revolving loan income.

CDBG regulations provide for up to 20% general administrative costs. In addition to general administrative costs, the City has allocated \$60,000 for direct service delivery costs to fund the expenses of carrying out the specific activities. Following is a breakdown of these recommended categories of expenditures:

\$551,500	CDBG Eligible Activity (<i>Family Support Center Project</i>)
\$ 61,129	General Administration (<i>20% cap</i>)
\$ 60,000	Direct Service Delivery Expenses (<i>No cap</i>)
\$672,629	Total Specific Expenditures
\$709,649	Total CDBG funds available for PY 2012 (<i>Reflects both additional program income not yet received at the time of the CDBG "Request for Proposals" and reallocated funds from PY 2011</i>)

Figure 2. Anticipated Categories of Expenditures for PY 2012 CDBG Program

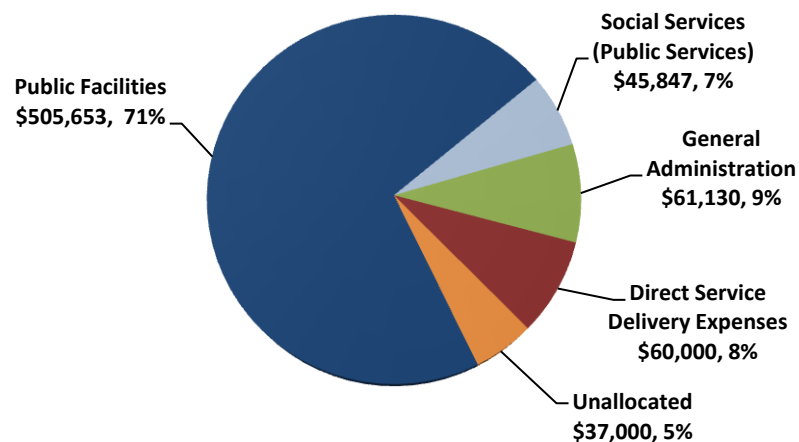


Anticipated Expenditures

In PY 2012, the CDBG Program plans to expend \$672,629 as follows:

- **\$45,847** for **Family Support Center** social services for the Smith Building project for homeless families with children.
- **\$505,653** for the **Family Support Center** Permanent Housing for the Smith Building project for homeless families with children.
- **\$60,000** for **direct service delivery** for program year 2012
- **\$61,129** for general administration **to manage the CDBG program.**

Figure 3. Anticipated Expenses for PY 2012 CDBG Program





Matt Hornyak of the Family Support Center explains their Smith Building Housing Units Proposal to a group of Faith Leaders.

Other Resources

In calendar 2012, the City of Olympia also allocated \$70,000 from the general fund to address emergency shelter, transitional housing, daycare, homeless outreach, and other anti-poverty programs through the Human Services Review Council. In addition, the City has allocated one-time general fund monies of \$170,000 for the “Homeless Prevention Program.”

CDBG funds will leverage over \$1,000,000 in other funds (including federal, state, county and private funds). The PY 2012 CAPER will present more detailed information on leveraged funds by source.

Housing programs delivered by the City, such as the Investor-Owned Rehabilitation Program, require a match of private dollars to leverage public funds when feasible. Olympia will also take a variety of actions to ensure that other agencies and organizations apply for all available funds to implement these housing strategies. Staff will share Notices of Funding Available (NOFAs) with other agencies, social service providers, nonprofit developers and advocacy groups.

Olympia will offer letters of support and certifications of consistency for project applications that support goals and strategies found in the Consolidated Plan with siting criteria to be considered to avoid undue concentrations of low- and moderate-income housing.

Table 1 on the next page shows the recipients and projects that have been awarded funds for PY 2012. Together, these projects and activities are expected to result in:

- Providing up to 11,680 bed nights for homeless families with children in a first floor occupancy configured as seven (7) family suites with a total of 32 emergency shelter beds, and

- Providing up to 10,220 bed nights in permanent housing with supportive services for homeless families with children in a second floor occupancy configured as six (6) family suites with a total of 28 beds.

Each project and activity awarded funding by the CDBG Program is linked to at least one HUD objective and City strategy. A description of each project and estimated outcomes is also provided (see Table 2, page 10).

Table 1. Proposed PY 2012 Awards by Recipient and Project

CDBG Activity Category	Recipient	Project/Activity	Proposed PY 2012 Award
Social Services (Public Services)	Family Support Center	Supportive services for homeless families with children	\$45,847 <i>(Part of \$551,500)</i>
Housing Rehabilitation Public Facilities (Emergency Shelter)	Family Support Center	To develop the Smith building into a mixed occupancy of emergency shelter and permanent housing with supportive services for homeless families with children	\$505,653 <i>(Part of \$551,500)</i>
Administration/Planning	City of Olympia	General Administration	\$61,130
Rehabilitation Administration	City of Olympia	Direct Service Delivery Costs	\$60,000
Total:			\$672,629



The Smith Building

The Draft 2012 Annual Action Plan would provide funding to convert the City's Smith Building, a 34-year old office building (2 stories, total of 12,000 square feet) into the "Family Support Center Smith Building Family Housing Units" providing both shelter and permanent housing with supportive services for up to 60 parents.

CITIZEN PARTICIPATION AND CONSULTATION PROCESS

Participation from citizens, agencies, advocacy groups, nonprofit organizations, faith communities, businesses and others concerned with housing, homelessness and community development in the City of Olympia were encouraged throughout the planning process. Highlights of the process of developing the PY 2012 Annual Action Plan include:

- March 13, 2012, release of City Council approved CDBG Request for Proposals.
- Review existing data on affordable housing, homelessness, and community development needs.
- Host two “Community Partner Meetings” (March 27 and 29, 2012), to solicit public comment from community partners from social service organizations and affordable housing providers.
- Coordinate countywide efforts to address homelessness, including the January 2012 Point-in-Time count and monthly meetings of the Thurston County HOME Consortium.
- Coordinate the Thurston County Housing Task Force, which facilitates countywide efforts to address affordable housing and homelessness and to enhance service delivery to homeless and low-income people.
- Attend other community meetings to discuss the CDBG program in general and the proposed CDBG Annual Action Plan in particular.
- City Council held a public hearing on June 12, 2012.
- Release the Draft CDBG Annual Action Plan for public review and comment on June 1, 2012.
- Conduct a 30-day public comment period from June 1 to July 2, 2012.
- Final Council approval of Draft CDBG Annual Action Plan
- Submission of CDBG PY 2012 Annual Action Plan to HUD by July 15, 2012.

Summary of Public Comments and Responses

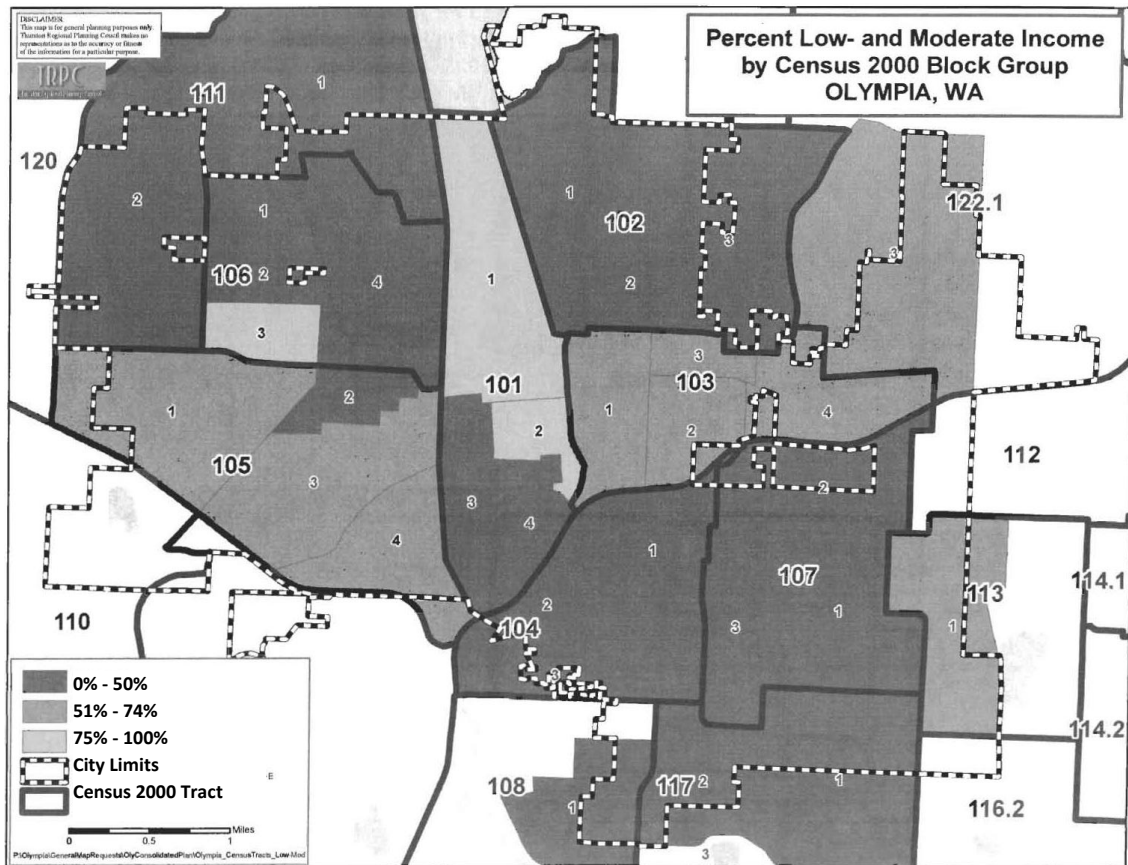
For a summary of comments received and the City of Olympia’s responses, please see Appendix II.

GEOGRAPHIC DISTRIBUTION

The City of Olympia will direct CDBG funds to projects and programs benefiting those with low to moderate incomes (LMI) and to projects eliminating slum and blighting influences. Most activities funded through CDBG are conducted citywide, targeting individuals or households with incomes below 80 percent of median. Projects benefiting geographical areas will be located in designated low- to moderate-income areas.

Figure 4 shows areas of the City with concentrations of low- to moderate-income households. Many of the areas of racial/ethnic minority concentration are located in the City’s identified low- to moderate-income areas.

Figure 4. Percent of LMI Households by Census Tract



Please Note: 2010 Census data for LMI households by census tract not yet available

Project Location

Family Support Center central offices are located at 108 State Street, NW. **The Smith Building Family Housing Units** project is located at 837 7th Avenue, SE.

ANNUAL OBJECTIVES

Three strategies for use of PY 2012 CDBG funds were developed to address the three national objectives of the program: decent housing, a suitable living environment, and expanded economic opportunities for low- to moderate-income people.

Within the five proposed strategies are a total of seven types of activities that are proposed for funding. The draft strategic plan includes the following four objectives:

- *Public Facilities* to provide an emergency shelter facility.
- *Expand housing stock* with land acquisition for affordable housing development.
- *Social service funding* for local non-profits to support vulnerable populations, including the homeless.

The plan funds activities that support each City strategy in PY 2012. Table 2 shows the national objective and City strategy that will be addressed by each funded activity. In addition, Table 2 lists the performance measures associated with each objective and the estimated outcomes (results) that will be accomplished in PY 2012. These measures identify the number of:

- Housing units to be developed or rehabilitated,
- Persons to be served by public facilities, social services, and business trainings, and
- Bed nights in homeless and domestic violence shelters to be provided.

Table 2. Specific Annual Objectives (HUD Required Table 3a)

National Objective/ City Strategies	Objective Number	Performance Measure	2012 Output (Estimated)
Availability/Accessibility of Decent Housing (DH-1)			
<i>Expand housing stock or other eligible activities pursuant to CDBG National Objectives and according to the City's community development priorities.</i>	DH1.1	Units of affordable housing to be developed through land acquisition	0
	DH1.2	Units of affordable housing to be developed through new construction	7
Sustainability of Decent Housing (DH-3)			
<i>Preserve homes and neighborhoods</i>	DH3.1	Units of low-income housing to be rehabilitated	0
	DH3.2	Units of special needs housing to be rehabilitated	0
Availability/Accessibility of a Suitable Living Environment (SL-1)			
<i>Public Services</i>	SL1.2	Persons to be provided with other public services	28
<i>Public Facilities</i>	SL1.3	Low-income persons to benefit from public facilities	32
Availability/Accessibility of Economic Opportunity (EO-1)			
<i>Business training*</i>	EO 1.1	Low-income persons to be provided microenterprise training	0

SUMMARY OF PY 2012 ACTIVITIES

MULTI-YEAR STRATEGY PLAN: Consolidated Plan for Priority Needs and Activities

The strategy for how to invest City of Olympia CDBG is outlined in the “CDBG Consolidated Plan, 2010 - 2012” and proposes that the following types of activities and needs be prioritized for CDBG funding based on a review of documented need and input gathered from stakeholders. Full analysis of the basis for determining priority needs can be found in Part I of the 2010-2012 Consolidated Plan. Needs and types of activities that are proposed as funding priorities include:

- **Preserve Homes and Neighborhoods** with housing rehabilitation of owner- and tenant-occupied housing rehabilitation loans. Over 1,200 housing units are known to be in need of physical repair (*Olympia CDBG Consolidated Plan*). Rehabilitation loans help maintain the

supply of affordable housing that already exists, remove lead-based paint hazards and can make units accessible to seniors or other persons with disabilities.

- **Expand Housing Stock** with land acquisition and new construction to develop new affordable housing. Almost 75 percent of extremely low-income households pay over half of their income for housing (*Olympia CDBG Consolidated Plan*). The analysis of Olympia's housing market shows substantial need for additional units of housing that are affordable to people with low incomes and special needs.
- **Social Services.** A City of Olympia survey identified the lack of social services as the greatest challenge facing the Olympia community in general. This need is highlighted.
- **Public Facilities.** Improve public infrastructure (audible traffic signals, sidewalk bump outs) to increase the ability of disabled people to get around in their community. Community centers provide central gathering points for low- and moderate-income and special needs populations to access social services.
- **Business Training** for low income entrepreneurs to support economic development. Microenterprise training is a critical part of addressing poverty, allowing low-income people to start small businesses and supporting economic development for the whole city.

SINGLE YEAR PLAN: PY 2012 Specific Activities to Address Priority Needs

The City of Olympia plans to provide CDBG funding to the following projects and activities to address the priority needs outlined above. All PY 2012 activities will benefit low- to moderate-income persons.

New Housing Construction

- Housing rehabilitation for permanent supportive housing for up to six (6) units with 28 beds for homeless families with children for a total of 10,220 bed nights annually through **Family Support Center**

Public Facilities

- Emergency shelter housing for up to 32 beds for homeless men for a total of 11,680 bed nights annually through **Family Support Center**.

Public Services

- Supportive social services for up to 60 homeless families with children through the **Family Support Center**.

AFFORDABLE HOUSING GOALS

Projects proposed for CDBG funding in PY 2012 could develop up to 40 new units and rehabilitate 10 units, providing affordable housing for 6 low-income households and 47 households that have special needs, or other eligible activities pursuant to CDBG National Objectives and according to the City's community development priorities.

Multi-year ongoing housing projects from PY 2010 included:

- A public facilities project to install up to eight (8) audible signals to improve safety for sight-impaired pedestrians using cross-walks.
- Behavioral Health Resources project to rehabilitate 12 rental units for persons with special needs at the B&B Apartments.
- Homes First! Project to acquire/rehabilitate a single unit of housing for developmentally disabled adults in partnership with a local service provider.

Table 3 shows the number of units expected to be completed. Part I shows the intended beneficiaries of the units and Part II shows the types of units by tenure. All proposed units meet the Section 215 definition for affordable housing. The actual number of units completed will be reported in the Consolidated Annual Performance Evaluation Report (CAPER) for PY-2010, available in November 2012.

Table 3. Annual Housing Completion Goals (HUD Required Table 3b)

PY 2012 Housing Goals		Expected Units	Actual Units (reported in CAPER)
Part I – Housing Goals by Beneficiary			
Beneficiary Goals	Homeless households	6	
	Low-income households (not currently homeless)	0	
	Special needs households	0	
	Total	6	
Part II – Housing Goals by Tenure			
Renter Goals	Acquisition of existing units	-	
	Production of new units	0	
	Rehabilitation of existing units	6	
	Rental Assistance	-	
	Renter Goals	6	
Owner Goals	Acquisition of existing units	-	
	Production of new units	-	
	Rehabilitation of existing units	-	
	Homebuyer Assistance	-	
	Owner Goals	0	
Combined Goals by Activity Type	Acquisition of existing units	-	
	Production of new units	0	
	Rehabilitation of existing units	0	
	Rental Assistance	-	
	Homebuyer Assistance	-	
	Total	6	

In addition to the six units anticipated to be completed with CDBG PY 2012 funds, Olympia will use City funds to provide owner-occupied rehabilitation loans to up to four low-income households.

Public Housing

Within the City of Olympia there is one public housing project owned and managed by the King County Housing Authority. Casa Madrona is a 70-unit elderly housing project located on Martin Way. The Housing Authority is not “troubled” or performing poorly, and there are no City plans to assist the King County Housing Authority at this time.

In PY 2012, the City of Olympia will continue to coordinate efforts to provide housing and address homelessness with the Housing Authority of Thurston County, which provides tenant- and project-based rental assistance and other housing services.

BARRIERS TO AFFORDABLE HOUSING

The City of Olympia’s housing efforts provide only a small impact on the overall housing needs of the community. The City continues to initiate discussions with Thurston County to identify possible future collaborative efforts in order to reduce barriers to affordable and supportive housing and to stimulate more interest in housing investment among the private and public sectors.

Poverty is a principal barrier to housing affordability. In PY 2012, most CDBG-funded projects and activities will assist households below 50 percent of median income, since these households were identified as having the greatest level of need in the consolidated planning process. Beyond activities of the CDBG Program, Olympia will continue its efforts to reduce the number of poverty-level families by encouraging participation in various assistance programs offered by the City and other agencies, rental assistance programs, homeless prevention programs, and urban homesteading-type programs.

Fair Housing Choice

The City intends to continue to provide training for specific housing industry organizations and professionals to increase awareness of the laws and to encourage good-faith compliance. This training is provided through partnerships with agencies like the State Human Rights Commission, the Washington Fair Housing Center, the Crime-Free Multi-Housing Program operated by the Olympia Police Department, the Olympic Renters Association, and others to provide fair housing training in a variety of settings geared toward housing industry providers.

In an effort to affirmatively further fair housing and to ascertain any barriers to affordable housing choice, the CDBG Program funded an Analysis of Impediments to Fair Housing (AI) study, which was first completed in 1996 and then updated in 2006. The AI strongly recommended continuing cross-jurisdictional outreach, education, enforcement, encouraging homeownership and lending marketing to African American and Hispanic households, and continuing to implement current human services strategies, including supporting fair housing training for both housing consumers and industry professionals.

Olympia will continue the following fair housing outreach, education, and enforcement efforts to affirmatively further fair housing in PY 2012:

- Partnering with the State Human Rights Commission to provide training via the annual Crime-Free Multi-Housing training program for landlords and property managers.
- Maintaining a city web page with fair housing information.
- Including fair housing information and housing complaint messages on the 24-hour City of Olympia automated information telephone line known as “City Line” (360.753.4444, Ext. 3420 and 3440).
- Incorporating fair housing clauses in contracts with rental owners assisted by the CDBG Program, which states,

“All housing in the project will be operated in a manner consistent with federal housing policy governing non-discrimination and accessibility as determined under the Americans with Disabilities Act, the Fair Housing Act as amended, the rules and regulations of the U.S. Department of Housing and Urban Development and federal, state, and local law now provided or which may hereafter be provided. To that end, the owner shall not discriminate in making rental units available for occupancy on the basis of race, creed, color, sex, national origin, religion, marital status, age, or disability; provided that the owner may take such actions as may be necessary to qualify for or to maintain its qualification for the exception that relates to housing for older persons under the Fair Housing Act as amended, and 24 CFR Part 100 Subpart E. Furthermore, the owner shall not discriminate against any prospective resident or existing resident on the basis of that prospective resident’s or existing resident’s sources of income provided such sources of income are not in contravention of any federal, state, or local law.”

- In addition, Chapter 5.80 of the Olympia Municipal Code provides that no person may withhold from any person or group of persons such housing accommodations, or segregate the use thereof, or represent that such housing accommodations are not available for inspection when in fact they are so available, or expel or evict an occupant from a housing accommodation, or discriminate against any person because of the sexual orientation, or gender identity, or perception thereof of such person or persons.

Public Policies

Specific actions or reform steps that have been taken in the City of Olympia to remove or ameliorate negative effects of public policies that can serve as barriers to affordable housing include:

- Olympia has a Comprehensive Plan Housing Element that includes an analysis of housing needs; goals for preservation, improvement, and production of housing; identifies sufficient land for housing; and makes provisions for existing and projected needs of all economic segments of the community.
- Olympia’s Comprehensive Plan contains policies, incentives, regulations, and programs to provide its share of housing affordable to low- and moderate-income households as determined by an inter-jurisdictional planning process.

- Olympia is preparing to revise its Comprehensive Plan in 2012 and will utilize this opportunity to evaluate its existing resources of subsidized and low-cost, non-subsidized housing and identify housing that may be lost due to redevelopment, deteriorating housing conditions, or public policies or actions. The City will continue to encourage strategies to preserve existing low-income housing where feasible and to encourage relocation assistance for low-income residents who may be displaced.
- Olympia will maximize its ability to accommodate sufficient, affordable housing by removing unnecessary regulatory barriers, reviewing codes for redundancies and inconsistencies, and providing opportunities for a full range of housing types such as accessory dwelling units, manufactured homes on individual lots, apartments, townhouses, and attached single-family housing.
- Olympia will work with housing developers and interested groups to publicize successful examples of projects and programs that can be replicated or adapted for other circumstances.
- Olympia will continue to encourage other neighboring jurisdictions to encourage the preservation, improvement, and production of new affordable housing units as possible through their Comprehensive Plans and related policies.
- Olympia will continue to participate in the HOME Consortium to encourage the funding of projects that will preserve, improve, or produce new affordable housing units in other jurisdictions.

HOMELESS AND SPECIAL HOUSING NEEDS

The City of Olympia will undertake or continue to support a wide variety of activities to address the priority needs of homeless individuals and families and persons with special needs in PY 2012 as part of the Thurston County continuum of care model that serves to coordinate and network all local services and resources for homeless individuals and families.

Services provided by participants in the continuum of care include outreach and assessment, emergency shelters and services, mental health services for homeless and at-risk populations, services for at-risk and homeless youth, transitional housing, permanent supportive housing, access to permanent housing, and activities to prevent low-income individuals and families with children from becoming homeless.

Olympia will undertake or support the following specific activities in PY 2012:

- Provide up to **\$45,847** for **Family Support Center** social services for the Smith Building project for homeless families with children.
- Provide up to **\$505,653** for the **Family Support Center** Permanent Housing for the Smith Building project for homeless families with children.

- Continue to administer a one-time \$170,000 fund for the City of Olympia **Homeless Prevention Program** to foster a stronger and better coordinated homeless shelter and services network through the following activities: (1) creation of a coordinated point of entry; (2) promotion of more comprehensive data entry into the State HMIS to ensure more accurate data; (3) expanded collaboration between service providers; (4) greater leverage of funding resources, and (5) direct service provision, with particular emphasis on chronically homeless, homeless unaccompanied youth, and homeless families.
- Participate in the inter-jurisdictional **Human Services Resource Committee (HSRC)** allocation process that distributes resources to local human service providers. The HSRC provides funding to a broad range of social services that benefit extremely low-income residents of the County. These services focus primarily on homeless and at-risk populations. Olympia's 2012 contribution is \$70,000 in local funds.
- Participate with and support the County's interjurisdictional **HOME Consortium** in the allocation of the PY 2012 Thurston County's federal HOME funds in the amount of \$461,664 and an estimated \$1,188,998 from the state Homeless Housing (\$436,963) and Affordable Housing Program (\$742,025) funds.
- Participate in the **Thurston County Housing Task Force** in coordinating the activities of all local social services for very low-income and homeless people. This organization meets monthly with representatives from nearly all local nonprofits, faith community based, government agencies, and other organizations dedicated to social services. This organization is staffed by the Housing Authority of Thurston County and often serves as the interjurisdictional group to conduct such activities as the annual homeless census, also known as the PIT count.
- Participate in the **Continuum of Care** process. This process occurs monthly in conjunction with the Housing Task Force meetings, serving as the work group for a wide variety of projects.
- Participate in the coordination of the **Cold Weather Shelter Program**, which operates three shelter programs during the cold weather months on all nights during which temperatures dip below freezing:
 - **Single Men's Cold Weather Shelter** is administered jointly by the cities of Lacey, Olympia, and Tumwater in conjunction with Thurston County. Originally, the single men's shelter rotated between the County Courthouse and the various City Halls, but now it is housed exclusively at the Salvation Army. **(25 beds)**
 - **Auxiliary Single Men's Cold Weather Shelter program** is coordinated by Interfaith Works and rotates between St Michael's Catholic Church in Olympia and Sacred Heart Catholic Church in Lacey. **(12 beds)**
 - **Single Women's Cold Weather Shelter program** is coordinated by Interfaith Works, rotating between participating faith communities. **(18 beds)**

Please note: The “**Families with Children Cold Weather Shelter**” that was formerly coordinated by the Emergency Shelter Network (ESN) Program of the Family Support Center now has a permanent location at the First Christian Church in downtown Olympia. **(30 beds)**

- Monitor and work with **the Low Income Housing Institute (LIHI)** in the operation of the 42-unit Fleetwood Building Transitional Housing Apartments.
- Monitor and work with **Catholic Community Services** in the operation of the 51-bed Drexel House that provides 16 emergency shelter beds, 25 units of transitional housing, and 10 units of permanent housing with supportive services.
- **Provide technical assistance** to local groups attempting to provide affordable housing to low-income households and special needs populations. This includes assistance with applications for funding, letters of support, assistance with planning or building code-related matters, or other tangible means of assistance.
- **Utilize housing rehabilitation loan funds** by matching grant opportunities as they arise to provide for additional low-income housing.
- In an effort to **prevent at-risk low-income families and individuals from becoming homeless**, the City of Olympia will encourage access to social service agencies and participation in rental assistance programs and state assistance programs as managed by local agencies.
- To address the non-homeless special needs populations, the City of Olympia will **support and cooperate in the development of housing and social service programs** to assist the physically handicapped, the developmentally disabled/mentally handicapped, and persons with HIV/AIDS.
- Coordinate **2012 Thurston County homeless census** by contract with Thurston County to provide a more accurate count of homeless people, their needs and an assessment of the existing resources.
- **Support for Camp Quixote, the regional Homeless Tent Encampment:** In the past decade, homeless camps have emerged as a de facto element of the continuum of homeless accommodations in the Pacific Northwest. The City of Olympia witnessed the creation of its first organized homeless encampment in February of 2007. Camp Quixote was started by homeless activists, but was soon “adopted” by a rotating circuit of faith communities. Olympia has worked with the cities of Tumwater and Lacey and Thurston County to develop similar ordinances that would allow such homeless encampments to exist on faith community property, so long as the hosts provide potable water and sanitation and further engage the surrounding neighborhood in a small-scale community dialogue. In Olympia, this process is governed by the Conditional Use Permit process, which allows for three-month occupancy. This model draws from the volunteer resources and donations of local faith communities and requires only nominal public support, primarily through Planning and Code Enforcement, both of which are entirely funded by the City’s local funding.

Tent housing is suboptimal in the traditional scheme of emergency shelter, transitional housing, and permanent housing with supportive services. However, given the lack of sufficient shelter and transitional housing capacity, regulated tent encampments provide a safer, more secure community-based environment in which homeless people can access services and other resources with a goal of moving back into traditional housing and employment. These encampments also tap into local faith communities to create a deeper, more substantive engagement with homeless issues. It is anticipated that interjurisdictional dialogue will continue to explore these nontraditional models of homeless accommodation in order to provide homeless people with a better alternative than living in cars or in the woods.

The City is currently working with Thurston County to allow Camp Quixote to explore options for a permanent location on County-owned land located inside the City of Olympia. In addition to a permanent location, Camp Quixote is working on a transition from being a tarp-based tent community to becoming a cottage-based village with “tiny house” dwellings. This process is currently working through the Planning Commission and City Council approval process.

Please note, no CDBG funds were or will be expended in relation to this activity.

OTHER ACTIONS

Lead-Based Paint Hazard Activity

In an effort to address lead-based paint hazards, the City of Olympia has incorporated the regulations into existing housing policies and programs for implementing Title X of the Community Development Act of 1992, part of the Residential Lead-Based Paint Hazard Reduction Act of 1992. Olympia will continue to follow 24 CFR Part 35 in addressing the evaluation and reduction of lead-based paint hazards in Olympia’s housing policies and programs.

The Community Planning and Development Department Housing Division has developed an outline of actions to be undertaken over the coming five years to evaluate and reduce lead-based paint hazards. During the PY 2012 Action Plan period, the City plans to continue the following actions:

- Encourage more local contractors to obtain “Lead Paint Worker” or “Lead Paint Supervisor” licenses.
- Contract for risk assessments with the Housing Authority of Thurston County (HATC).
- Continue the residential rehabilitation projects as they relate to the lead paint hazard rules. Each project will include the review and determined need for testing and hazard reduction in conjunction with rehabilitation as part of the environmental review.
- Review existing regulations, housing, and rehabilitation codes to assure lead-based paint hazard reduction is incorporated where appropriate.
- Encourage inspections for lead at appropriate times when housing is otherwise being inspected or evaluated.

HATC has two EPA-licensed Lead Risk Assessors on staff who will provide paint inspection services as required in the HUD Final Rule for lead-based paint. HATC also receives funding for lead hazard reduction programs through the State of Washington that will provide funding for equipment, training, testing services, and lead hazard reduction work on single- and multi-family housing.

Promoting Economic Opportunities

The City of Olympia will continue discussions with the Washington State Housing Finance Commission, the Thurston County Economic Development Council, and the Chamber of Commerce to facilitate and improve affordable housing for low- and moderate-income families and to expand economic opportunities. In addition, Olympia will:

- Support the Thurston County Chamber of Commerce Business Incubator Program.
- Work with other service providers and community organizations such as the Olympia Downtown Association that provides services on a local and metro-wide level in order to foster local businesses, many of which are started by low- and moderate-income persons.

HOME Funds

The City of Olympia receives no HOME funds directly, but strongly supports efforts by local nonprofit organizations to obtain State of Washington HOME funds. The City participates in a countywide HOME Consortium that allocates HOME funds along with Affordable Housing Program and Homeless Housing Program funds.

In fiscal year 2012, the HOME Consortium is expected to receive a total of \$1,620,652 from the following sources:

- \$ 431,664 – HOME Program – Federal funds
- \$ 436,963 – Homeless Housing Program – State recording fee funds
- \$ 752,025 – Affordable Housing Program – State recording fee funds
- **\$1,620,652 – Total HOME Consortium resources**

The HOME Consortium offers a spring combined funding cycle to offer funding for both capital projects and for operations and maintenance projects. There is also a special application process for emergency fund projects to support eligible emergent needs. The City participates in these funding cycles and the general administration of HOME.

Section 3 and Minority Business Enterprise

The City of Olympia will continue to promote Section 3 and Minority Business contractors during the PY 2012 fiscal year. The following language will be included in all construction contracts and performance agreements:

ARTICLE VIII: SECTION 3 AND MINORITY EMPLOYMENT OPPORTUNITY STATEMENT. At the time of the award of bid on this federally financed project, the contractor has a complete staff of employees. If any vacancies should develop during the construction of this project, then I, the Contractor, shall make a good faith effort to ensure that low income residents within the limits of the City of Olympia and minority persons are given an employment opportunity in a manner specified by Executive Order No. 11246 and Section 3 of the Housing and Urban Development Act of 1968.

(Excerpt from Construction Contract document)

1. Section 3 Affirmative Action Plan. The work to be performed under this Contract is on a project assisted under a program providing direct Federal financial assistance from the Department of Housing and Urban Development and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 USC 1701 u.

The parties to this Contract will comply with the provisions of said Section 3 and the regulations issued pursuant thereto by the Secretary of Housing and Urban Development set forth in 24 CFR Part 135 and all applicable rules and orders of the Department issued there under prior to the execution of this Contract.

(Excerpt from Performance Agreement document)

2. Non-discrimination. During the performance of the Loan Agreement, the Borrower(s)/Contractor agrees as follows:

The Borrower(s) and/or any directly funded construction contractors will not discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, or national origin. The Borrower(s)/ Contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to race, creed, color, sex, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

All housing rehabilitation loan recipients and other subrecipients choose their own contractors directly. The City reports on all MBE contract activity on a biannual basis to the HUD Office of Labor Relations.

