



2012 CONSOLIDATED HOUSING AND COMMUNITY DEVELOPMENT PLAN

Annual Action Plan

November 2011



City of Bellevue, Washington
Parks & Community Services Department
Human Services Division



CITY OF BELLEVUE, WASHINGTON

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DEPUTY MAYOR: CONRAD LEE
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ADMINISTRATIVE ASST.: TERI EKSTROM
SONOKO PAULSON
HOME REPAIR LOAN SPECIALIST: SAM EZADEAN



2011 ACTION PLAN

FORM APPLICATION (STANDARD FORM 424) – Included as Attachment A.

FEDERAL FUNDING SOURCES AND OTHER RESOURCES

The City of Bellevue exhibits direct control only over its own Community Development Block Grant (CDBG) entitlement. Therefore, the projects and programs described in this plan are limited to that federal funding source. Estimates for CDBG funding available in 2012 are provided in Attachment A. Based on early projections, the City anticipated decreases in the entitlement amount of up to 20%, which in turn affected funding levels across various activities listed in Attachment B, Table 3C.

The City of Bellevue participates in, but does not control the allocation of other regional federal assistance addressing the priority needs of this plan. King County is responsible for administering HOME Investment Partnership Act and American Dream Downpayment Initiative programs. King County and the City of Seattle jointly administer program funding under the McKinney-Vento Homeless Assistance Act. The State of Washington administers the Emergency Shelter Grant program on behalf of Bellevue residents.

No Section 8 funds are made available to the City of Bellevue. The King County Housing Authority manages the distribution of Section 8 funds to Bellevue residents. More complete information on this program can be found under the section of this plan entitled *Public Housing*.

Federal Low-Income Housing Tax Credits have been used repeatedly by non-profit housing developers working within the City of Bellevue. The number of projects that may use the tax credit program in 2012 is unknown at this time. However, other resources from state and local governments are invested in affordable housing development in order to make it possible for developers to use tax credits in Bellevue and other local jurisdictions. The City of Bellevue contributes general fund revenues to an affordable housing trust fund (HTF) as well as providing grants to local human service providers.

CITIZEN PARTICIPATION AND LOCAL APPROVAL PROCESS

The federal CDBG allocation amount provided to Bellevue saw consecutive years of reductions from 2004 to 2008. Supplementing the new grant dollars received from US Department of Housing and Urban Development (HUD) each year, the second source of revenue to fund 2011 programs was repayment income from loans made with CDBG funds from prior years. From 2004 to 2008, and again in 2011, the reduced annual federal support for CDBG had been somewhat offset locally by increased revenue received from repaid loans from the City's Home Repair Program. However, we are expecting that the amount of repaid loans will be difficult to predict, due to the continuing economic conditions.

Considering the possibility that CDBG funding would remain flat or decrease, and that repaid loans may decrease in 2012, no competitive application process was initiated for 2012 funds. Rather, staff of the ongoing projects and programs currently funded in 2011 were asked to provide updated information on the level of service to be provided in 2012. Updates were received, and are recommended for reduced funding.

The Bellevue Human Services Commission, a City Council-appointed board of Bellevue residents, reviewed prospective 2012 programs and made a recommendation for 2012 funding of those activities to the City Council. The City Council reviewed the recommendations at their October 24, 2011 meeting and approved the recommendations on November 7, 2011.

The funding process included two formal public hearings hosted by the Human Services Commission (it should be noted that all Commission meetings are open to the public and two opportunities for public comments are provided at each meeting). The date, time and purpose of both public hearings was published in the City's newspaper of record and notice was sent to social services agencies who requested funds from the City of Bellevue. Public hearings were held in the City Council Conference Room, which is fully accessible.

The first public hearing for 2011 housing and human service needs and priorities was held on March 15, 2011. The second public hearing on the preliminary 2012 CDBG recommendations of the Human Services Commission was held July 19, 2011. For the second public hearing, the list of recommended projects and programs was provided to all applicants and interested parties and was made available to all persons attending the public hearing. Comments received at both public hearings were related to the Consolidated Plan Objectives and the proposed 2012 use of CDBG funds. The minutes from both public hearings are included in Attachment D.

ANNUAL OBJECTIVES AND ACTIVITIES TO BE UNDERTAKEN

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

After concluding the local approval process, the City of Bellevue finalized its one year use of Community Development Block Grant (CDBG) funds to address the affordable housing and human service needs as adopted in the 2012-2015 Consolidated Housing and Community Development Plan (City Council Ordinance included in Attachment D).

Listed in the following section are activities to meet each identified objective. The projects are listed by the Project ID number assigned through HUD's Integrated Disbursement and Information System (IDIS). More detailed information on each project can be found in Attachment B. In the attachment, proposed program accomplishments, start and completion dates and eligibility information are provided for each project.

AFFORDABLE HOUSING

Objective 1: Preserve and expand the supply of affordable housing for low- and moderate-income households.

Project 0001 – Affordable Housing Fund

Project 0002 – Major Home Repair Program

Project 0003 – Senior Services – Minor Home Repair Program

Objective 2: Provide a variety of appropriate housing options for individuals with special needs.

Project 0001 – Affordable Housing Fund

Objective 3: Provide services and facilities to prevent homelessness and to address the needs of families and individuals when homelessness occurs.

Project 0001 – Affordable Housing Fund

Project 0002 – Major Home Repair Program

Project 0003 – Senior Services – Minor Home Repair Program

Project 0006 – YWCA – Transitional Housing Operating Assistance

Objective 4: Support a broad mix of housing initiatives and programs designed to increase the supply of and fair access to affordable housing.

Project 0001 – Affordable Housing Fund

Project 0008 – City of Bellevue Planning Activities

COMMUNITY DEVELOPMENT

Objective 5: Acquire, improve or repair public and non-profit facilities, which benefit low- and moderate-income residents or remedy slum/blight conditions; improve access to public facilities for persons with disabilities by removal of architectural barriers.

The City is not expecting to fund capital improvement projects for public and non-profit facilities in 2012.

Objective 6: Enhance quality of life for families and individuals by supporting health and human services, which predominantly serve low- and moderate-income people.

Project 0004 – Hopelink – Employment Program

Project 0005 – Jewish Family Service – Refugee and Immigrant Services

Project 0006 – YWCA – Transitional Housing Operating Assistance

Objective 7: Assess community development needs and ensure compliance with applicable federal regulations.

Project 0007 – City of Bellevue Administration Activities

Project 0008 – City of Bellevue Planning Activities

Objective 8: Increase employment opportunities for low- and moderate-income residents and help maintain or increase the economic viability of existing industrial and commercial areas.

Project 0004 – Hopelink – Employment Program

Project 0005 – Jewish Family Service – Refugee and Immigrant Services

GEOGRAPHIC DISTRIBUTION

The City does not have a specific policy targeting certain neighborhoods for CDBG investment. Affordable housing and human service needs are present in all city neighborhoods. However, there are certain areas with a higher concentration of low- and moderate-income residents. These areas are located near the geographic center of the city, specifically in the Lake Hills and Crossroads neighborhoods. Census 2000 information was used to map the low- and moderate-income areas of the city. A map of these areas is included in Appendix B of the Consolidated Plan, and a similar map appears on page 5 herein. As mentioned, these areas are not targeted

for CDBG investment, but CDBG-funded projects and programs can typically be found in these areas in a higher proportion than other city neighborhoods.

The City's Home Repair Program is a good example of this distribution. A map of home repairs made between 1986 and 2010 is found in Appendix B of the Consolidated Plan, and is included here as Attachment E. The Program has been successful in serving residents of all Bellevue neighborhoods, however many repairs are concentrated in the East and West Lake Hills neighborhoods.

The location of all proposed 2012 CDBG-funded projects is given by address, if available, in the detailed project descriptions found at Attachment B.

PUBLIC HOUSING

NOTE: Portions of the text in this section were updated for the City of Bellevue by the King County Housing Authority (KCHA).

DESCRIPTION OF THE CONDITION OF PUBLIC HOUSING UNITS

As reflected in the Housing Authority's mission statement, KCHA provides quality affordable housing in addition to building communities through partnerships. The Housing Authority encourages self-sufficiency and protects the dignity of people with limited resources, while safeguarding the public trust.

Rated a "high performer" by HUD, KCHA owns and manages two Public Housing developments in Bellevue – College Place and Eastside Terrace – as well as eight single-family homes. These properties received a 99 percent score in a recent HUD inspection process. In 2003, KCHA began participating in Moving to Work (MTW) – a federal demonstration program that allows high-performing housing authorities greater flexibility under HUD rules and more control over their federal budgets. KCHA is one of just 31 housing authorities around the country chosen to participate in MTW.

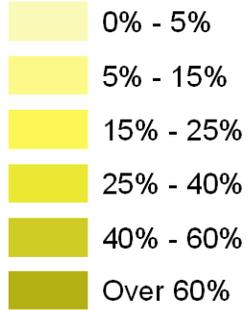
DESCRIPTION OF THE AUTHORITY'S STRATEGY FOR IMPROVING OPERATIONS AND UNITS

The Housing Authority recognizes a home to be an essential requirement that enables a person to seek opportunities that lead to self-sufficiency. The Authority maintains and modernizes market-competitive quality housing units through responsible management. Day-to-day maintenance, emergency response and routine repair work is performed by laborers and construction trade personnel. Eastside Terrace was built in 1980, and College Place was built in 1981, and significant, ongoing rehabilitation work is required. KCHA's Construction Department is responsible for approximately \$30 million per year in capital improvement projects around King County funded in recent years through a variety of sources, including federal Capital Fund Program (CFP) grants. Recent federal grants awarded to KCHA include about \$5 million in CFP formula grants, about \$7.4 million in American Recovery and Reinvestment Act (ARRA) formula grants, and about \$16 million in ARRA competitive grants.

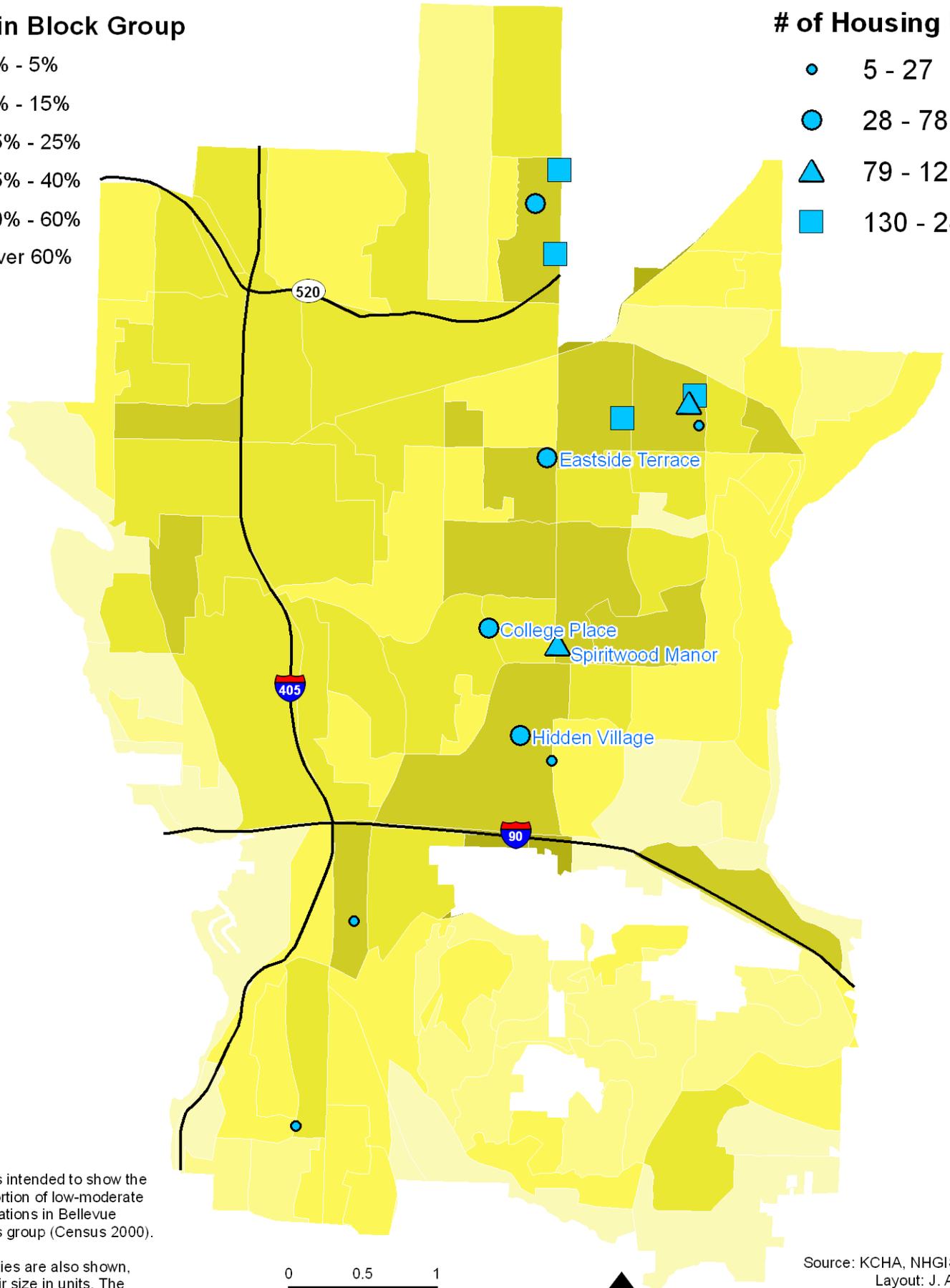
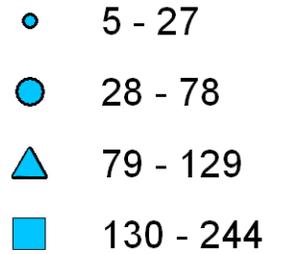
The following map shows KCHA properties in Bellevue, relative to census block groups (2000) and the percentage of low- and moderate-income (LMI) people therein.

KCHA PROPERTIES AMONG BELLEVUE CENSUS BLOCK GROUPS

% LMI in Block Group



of Housing Units



This display is intended to show the general proportion of low-moderate income populations in Bellevue census blocks group (Census 2000).

KCHA properties are also shown, relative to their size in units. The four properties specifically mentioned in the Action Plan are labeled here.

Source: KCHA, NHGIS, CoB
 Layout: J. Adriano
 November 2011

IDENTIFICATION OF THE NUMBER OF UNITS CURRENTLY ASSISTED WITH PUBLIC FUNDS

KCHA administers 272 units of subsidized family housing for very low-income households in Bellevue. Eastside Terrace (50 units), College Place (51 units) and the 8 single-family homes constitute units are operated under the Public Housing program. Beyond the Public Housing Program, project-based Section 8 housing in Bellevue provides an additional 163 units of permanent housing and 10 units of family transitional housing. The average income of a family living in public housing is \$19,242.

KCHA administers the federal Section 8 Housing Choice Voucher rental assistance program. Housing Choice vouchers are provided to low-income families, and the family is free to locate housing in the private rental market as the federal government subsidizes their rent. Bellevue has approximately 900 older adults, disabled, and families with children benefiting from Section 8 Housing Choice vouchers, which provides over \$9.2 million annually to local landlords through federal Section 8 subsidies. The average income of a family receiving a Housing Choice Voucher is \$13,837.

The Housing Authority also provides more than 1,300 affordable workforce housing units in Bellevue financed with tax credits and/or tax-exempt bonds. These housing units do not receive operating subsidies from HUD.

DESCRIPTION OF SUPPORTIVE SERVICES BEING PROVIDED TO KCHA RESIDENTS

With support from Youth Eastside Services (YES), the Bellevue Boys & Girls Club provides a broad range of educational enhancement and recreational services at Bellevue's Eastside Terrace, Hidden Village and Spiritwood Manor sites. These program activities are subsidized by the Housing Authority and include computer workshops, after-school tutoring, and evening teen events.

On the Eastside, but not at KCHA's Bellevue properties: Hopelink provides a variety of services that increase self-sufficiency for residents of Green Leaf, Avondale Manor, Forest Grove, Kirkwood Terrace, Juanita Court, Juanita Trace, Cedarwood, and Wells Wood; including GED training, ESL and job readiness services.

In addition, KCHA encourages resident input in administration of its subsidized programs. KCHA supports an active Resident Advisory Committee, comprised of Public Housing and Section 8 residents, which meets quarterly to discuss resident concerns and the impacts of existing or proposed housing policies. KCHA considers the committee's input when making decisions that impact Public Housing and Section 8 residents.

HOMELESS AND OTHER SPECIAL NEEDS ACTIVITIES

The majority of projects proposed for 2012 will meet the needs of the homeless, those at-risk of homelessness or individuals with special needs. Capital facility projects funded that specifically serve homeless or special needs populations include the Affordable Housing Fund, which is used to acquire and rehabilitate permanent affordable housing, transitional housing for the homeless and housing for individuals with special needs. Capital projects designed to help individuals prevent homelessness include the City's Home Repair Program and the Minor Home

Repair Program. These two programs help older adult, disabled and low-income homeowners to maintain their housing through correction of health and safety hazards.

Three public service programs are funded that either directly assist homeless individuals or assist those who are at-risk of homelessness. These programs include two employment training programs and supportive services for transitional housing residents.

In 2012, the City will be involved in several regional initiatives involving homelessness:

- The Committee to End Homelessness in King County is implementing a regional ten-year plan to end homelessness. A Bellevue City Councilmember currently serves on the Committee's Governing Board and several City staff participate on a variety of sub-committee and workgroups.
- Other regional groups with which Bellevue participates adopted the goal to end homelessness. These include the Eastside Homelessness Advisory Committee, the Eastside Human Services Forum and the Alliance of Eastside Agencies, all of which are coalitions of local human service providers.
- City staff will work collaboratively with staff from the City of Seattle and King County to provide support for the selection of projects and programs to fund through the McKinney Homelessness Continuum of Care and other state and local funding sources dedicated to housing and services for homeless households.
- The City will work with the Seattle / King County Coalition for Homelessness to support the One Night Count of homeless individuals sleeping outside. In January 2011, 146 individuals were found sleeping outside in East King County (this area includes Bellevue). The City has supported this community-based effort ever since it first began conducting counts in East King County in 2004.

REMOVE BARRIERS TO AFFORDABLE HOUSING

Due to the market price of land, the barriers to affordable housing development in Bellevue can be significant. The City of Bellevue responds in several ways. After the 2003 Comprehensive Plan update, a significant amount of regulatory streamlining was implemented in the construction permitting process. The time and intensity of review has been decreased, leading to project cost savings for proposed new development. For example, Bellevue's review of Single Family permitting procedures resulted in the creation of the Single Family Review Team, providing: 1) consistent review; 2) certainty to clients; 3) over-the-counter intake; and 4) a 28-day review process.

Second, the City invests its General Fund dollars each year (in addition to CDBG) in the regional affordable HTF. The HTF provides grants or low-interest, deferred payment loans to affordable housing developers to acquire, rehabilitate or construct new permanent affordable housing, transitional housing for the homeless or permanent housing for older adults or individuals with special needs. By 2011, the HTF had invested in 1,755 units of family housing, 417 units of older adult housing, 171 units of transitional and homeless housing and 111 units of special needs housing comprising a total HTF investment of \$29.5 million.

A REGIONAL COALITION FOR HOUSING (ARCH)

The regional affordable HTF also helps homebuyers through a down payment assistance program called House Key Plus ARCH. This program also receives funding from King County

and the Washington State Housing Finance Commission. Down payment assistance helps close the affordability gap for first-time homebuyers in East King County, providing assistance that can be used to help purchase homes on the open market or price-restricted homes through various local land use incentive programs. The program requires homebuyers to take some level of homebuyer education. It provides funds as deferred loans, to be paid with interest, and recycles funds through loan repayment, maintaining long-term value of the fund program.

House Key Plus ARCH has been in existence since late 2005 and has already helped over 50 first time, income-qualified homebuyer households achieve homeownership. From the start, ARCH has had the goal of making this a sustainable revolving fund, to fully capitalize the program with \$3.2 from public sources and thereafter to \$5 million level from private sources to continue to make 15 to 20 loans per year without further capitalization. The program is administered by the State Housing Finance Commission and pairs with their First-time Homebuyer Mortgages. Lending is done through their approved lenders and Homebuyer counseling is a key component to the program's success. By 2011, ARCH had committed \$600,000 of the HTF.

The House Key Plus ARCH Program provides down payment assistance second mortgages of up to \$30,000. The actual amount of the assistance is based on need and availability of funds. Funds are to be used for down payment, closing costs, and pre-pays. The second mortgage has a 4% simple interest rate. There are no monthly payments on the second mortgage with the balance due and payable when the borrower sells their home or refinances, or pays off the first mortgage.

Down payment assistance second mortgages help close the affordability gap for low-income homebuyers, making homeownership possible for households who might not otherwise be able to amass necessary financing. When borrowers in the Program sell their home or refinance, or pay off the first mortgage, House Key Plus ARCH second mortgage funds and interest will return to a revolving loan pool, funding new second mortgages on homeownership units.

CDBG, ARCH AND THE HOUSING TRUST FUND

ARCH leverages various funding sources to develop affordable housing on the Eastside. Their funding for projects includes a portion that comes through CDBG. Such affordable housing development projects are initiated throughout the Eastside, including Bellevue. In 2012, ARCH and CDBG funds will go toward the rehabilitation of the Evergreen Court older adult assisted living complex at 900 124th Ave. NE in Bellevue. Evergreen Court targets low- and moderate-income older adults and is the only such complex in East King County. The complex is going through successive phases of rehabilitation to ensure that it is safe and remains viable for years to come. The project also meets Affordable Housing Objectives 1, 3, and 4 of the 2012-2015 City of Bellevue Consolidated Housing and Community Development Plan.

IMPEDIMENTS TO FAIR HOUSING CHOICE

In 2011, the City of Bellevue contracted with the Fair Housing Center of Washington to complete an Analysis of Impediments to Fair Housing Choice ("AI"). The AI identified impediments and recommendations. Included below are actions the City will prioritize relative to recommendations made. These actions represent a proactive approach to furthering fair housing during the period of this Consolidated Plan.

AI Recommendation	Current/Planned City of Bellevue Efforts
<p>Amend code to clarify what protected classes are to be investigated and the process for investigation.</p> <p>Require regular fair housing training for all Code Enforcement and City Attorney staff who investigate fair housing complaints.</p>	<p>Updates to the Fair Housing Practices Chapter of the Bellevue City Code have been docketed. The City Council will prioritize these updates vis-à-vis competing code amendment priorities and schedule as part of the 2012 work program.</p> <p>Specific training for City staff will continue to be identified as a component of their annual evaluation to ensure that required job skills are obtained and kept current.</p>
<p>Ensure that CDBG funded recipients, including sub recipients and all program staff, receive fair housing training to include advanced training.</p> <p>Develop fair housing educational programs for housing and human services agencies and staff who serve protected classes, especially immigrants, African Americans, families, persons with disabilities and Native Americans.</p> <p>Promote fair housing educational programs for local housing providers.</p> <p>Expand education programs and materials for the community.</p> <p>Ensure fair housing informational resources are made available to community partners to facilitate their ability to affirmatively further fair housing.</p> <p>Ensure that translated fair housing materials are available to immigrant groups.</p> <p>Ensure fair housing is incorporated into homeownership initiatives.</p>	<p>The City is partnering with King County Housing Authority to begin a series of workshops to educate current and prospective Section 8 landlords regarding fair housing and regulations that govern Housing Choice. The first workshop is scheduled for January 11, 2012 at Bellevue City Hall.</p> <p>As part of future funding rounds, applicants and funding recipients will be provided with printed fair housing informational resources so that they can increase their ability to affirmatively further fair housing. This will begin in March 2012.</p> <p>The City is partnering with the King County Office of Civil Rights to provide fair housing training to the community in Bellevue, expected to launch early 2012.</p> <p>The City's Cultural Services Division will engage in outreach and communiques with diverse communities regarding all workshops and seminars and will assist in the dissemination of fair housing information. This is in addition to developments the City will undertake to increase fair housing information on its website.</p>

AI Recommendation (cont'd)	Current/Planned City of Bellevue Efforts
<p>Work with real estate organizations, banks and lending institutions to increase marketing to [diverse] homebuyers.</p> <p>Work with developers and grantees to affirmatively market first time home buyer opportunities to communities of color, especially projects utilizing City assistance.</p> <p>With the foreclosure crisis, educate communities of color on safe loan products and programs to help when facing foreclosures.</p>	<p>The City is partnering with the Coalition for the Attainment of Financial Education (CAFE), a collaboration of nonprofit human services providers, local governments, higher education, banks, and credit unions. CAFE and the City will create a series of seminars and workshops targeting ethnically diverse communities regarding navigation of the financial system relative to homeownership and foreclosure processes. The series will begin in Spring 2012.</p>
<p>Consider complaint process policy revision to ensure a mechanism for requesting reasonable accommodations and include opportunities to publicize the new provisions.</p> <p>The City of Bellevue should institute a system for tracking the racial and ethnic demographics of residents of all housing developed with City funds and federal funds that pass through the City.</p>	<p>Requests for accommodation are processed at no cost under Land Use Code Part 20.30T. As part of the updates to the Fair Housing Practices Chapter of the Bellevue City Code, staff will evaluate whether cross-references to existing Land Use Code provisions would provide improved clarity regarding opportunities available to seek reasonable accommodation.</p> <p>The City currently tracks such demographics as part of CDBG funding requirements. Funded agencies must report data to the City, which in turn records demographic information in IDIS. This is reported annually in the Consolidated Annual Performance and Evaluation Report to HUD. With all housing and human services activity funded through the City, we are developing an online reporting system expected to launch in late Fall 2012.</p>

OTHER ACTIONS

ADDRESS OBSTACLES TO MEETING UNDERSERVED NEEDS

Every two years, the City of Bellevue undertakes a human services needs assessment (funded from the CDBG Planning activity). This assessment identifies any gaps in the array of human services available to Bellevue residents within five community goal areas. The community goals are:

1. Food to Eat and Roof Overhead
2. Supportive Relationships within Families, Neighborhoods and Communities
3. Safe Haven from All Forms of Abuse and Violence
4. Health Care to be as Mentally and Physically Fit as Possible
5. Education, Support Services and Job Skills to Lead an Independent Life

Through the last human services needs assessment, focus areas of particular need in the community were identified. The primary focus areas were:

- Intervention programs which serve those residents most affected by the economic recession, including the following:
- Service gaps identified in the 2009-2010 Human Services Needs Update, including but not limited to, basic needs (food, emergency financial assistance, housing for homeless, etc.), services that directly affect employment (child care, health and mental health), etc.
- Services threatened by significant funding reductions from other sources.

Secondary focus areas were:

- Programs where Bellevue funds are used to leverage dollars from other sources and are the most cost-effective.
- Programs which demonstrate significant formal partnerships with programs within or outside the agency, e.g. with public or private organizations, faith communities, etc. This includes programs which have written agreements in place. It does not include programs which are linked only by simple referrals

The City will release an updated needs assessment in January 2012. The City will use the new focus areas to inform planning efforts and funding decisions in 2012 for the 2013-2014 biennium, reflecting emerging needs in Bellevue.

FOSTER AND MAINTAIN AFFORDABLE HOUSING

Please refer to the affordable housing discussion in the preceding section.

EVALUATE AND REDUCE LEAD-BASED PAINT HAZARDS

All existing housing units assisted with CDBG funds in 2012 will be subject to lead-based paint hazard inspection procedures required by 24 CFR Part 35. The City offers a special grant within the Home Repair Program to assist homeowners in minimizing or abating lead-based paint hazards in their homes. In 2012, the City will continue to work with other home repair programs in Western Washington and staff from the Washington State Department of Commerce Lead Program to learn about any new rules regarding the training and certification in safe work practices for area contractors. The City will also encourage contractors to attend Safe Work Practices training sessions for local renovation and remodeling contractors, as provided by King County.

REDUCE THE NUMBER OF POVERTY LEVEL FAMILIES

All CDBG-funded capital projects and public service programs are designed to lead individuals and families to self-sufficiency or help families maintain their self-sufficiency. For example, in 2012, the City will continue to fund an Employment Training program for unemployed individuals offered by Hopelink in addition to an employment program under Jewish Family Service designed to assist refugee and immigrants in learning English and entering the workforce.

DEVELOP INSTITUTIONAL STRUCTURE AND ENHANCE COORDINATION BETWEEN PUBLIC AND PRIVATE HOUSING AND SOCIAL SERVICE AGENCIES

The City supports and participates in several coalitions designed to increase collaboration and coordination between public and private service providers. These include ARCH, the Alliance of Eastside Agencies, the Eastside Human Services Forum, the Committee to End Homelessness in King County, the Eastside Homelessness Advisory Committee, the Northwest Association of Community Development Managers, the North and East King County Human Services Funders, the East/North/South King County Human Services Funders Collaborative, the United Way of King County, the Western Washington Home Repair Program Network, the Families and Children Early Education Support (FACES), the City of Bellevue Network on Aging, the Eastside Easy Rider Older Adult Transportation Collaborative, the Eastside Refugee and Immigrant Coalition, the governmental and non-governmental partners involved with the Eastside Month of Concern for the Hungry, the Eastside Financial Assistance Providers, and Communities Count.

CERTIFICATIONS – Included as Attachment C

ACTION PLAN ATTACHMENTS

- A: 2012 SF 424
- B: 2012 Project Detail (Table 3A, B & C)
- C: Certifications
- D: Public Participation Process
 - Bellevue Human Services Commission Public Hearing Minutes (March 15, 2011 and July 19, 2011)
 - Bellevue City Council Action (Ordinance) approving 2012 CDBG projects and programs
- E: Home Repair Program Map



ATTACHMENT A: STANDARD FORM 424

Application for Federal Assistance SF-424

Version 02

*1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	*2. Type of Application * If Revision, select appropriate letter(s) <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision *Other (Specify) _____
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3. Date Received:	4. Applicant Identifier: UOG 530084
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5a. Federal Entity Identifier:	*5b. Federal Award Identifier:
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State Use Only:

6. Date Received by State:	7. State Application Identifier:
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8. APPLICANT INFORMATION:

***a. Legal Name:** City of Bellevue, Washington

*b. Employer/Taxpayer Identification Number (EIN/TIN): 91-6007020	*c. Organizational DUNS: 07-184-2611
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d. Address:

***Street 1:** PO Box 90012
Street 2: 450 - 110th Avenue NE
***City:** Bellevue
County: King
***State:** WA
Province:
***Country:** USA
***Zip / Postal Code** 98009-9012

e. Organizational Unit:

Department Name: Parks & Community Services	Division Name: Human Services Division
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f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Ms. ***First Name:** Emily
Middle Name:
***Last Name:** Leslie
Suffix:

Title: Human Services Manager

Organizational Affiliation:

***Telephone Number:** (425) 452-6452 **Fax Number:** (425) 452-2814

***Email:** eleslie@bellevuewa.gov

Application for Federal Assistance SF-424

Version 02

***9. Type of Applicant 1: Select Applicant Type:**

C. City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*Other (Specify)

***10 Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.218 _____

CFDA Title:

Community Development Block Grant (CDBG) _____

***12 Funding Opportunity Number:**

N/A _____

*Title:

13. Competition Identification Number:

N/A _____

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

All projects and programs benefit residents of the city of Bellevue, Washington.

***15. Descriptive Title of Applicant's Project:**

2012 Community Development Block Grant (CDBG) funding will support a variety of projects and programs undertaken by the City and its non-profit subrecipient and contractors to benefit low-and moderate-income Bellevue residents.

Application for Federal Assistance SF-424		Version 02
16. Congressional Districts Of:		
*a. Applicant: 1 & 8	*b. Program/Project: 1 & 8	
17. Proposed Project:		
*a. Start Date: 1/1/2012	*b. End Date: 12/31/2012	
18. Estimated Funding (\$):		
*a. Federal	\$523,803	
*b. Applicant	_____	
*c. State	_____	
*d. Local	_____	
*e. Other	_____	
*f. Program Income	\$100,000	
*g. TOTAL	\$623,803	
*19. Is Application Subject to Review By State Under Executive Order 12372 Process?		
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on _____ <input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input checked="" type="checkbox"/> c. Program is not covered by E. O. 12372		
*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001) <input checked="" type="checkbox"/> ** I AGREE ** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions		
Authorized Representative:		
Prefix: Mr. _____	*First Name: Brad _____	
Middle Name: _____		
*Last Name: Miyake _____		
Suffix: _____		
*Title: Deputy City Manager		
*Telephone Number: (425) 452-6810	Fax Number: (425) 452-5247	
* Email: bmiyake@bellevuewa.gov		
*Signature of Authorized Representative: <i>Brad Miyake</i>		*Date Signed: 11/7/11

Application for Federal Assistance SF-424

Version 02

***Applicant Federal Debt Delinquency Explanation**

The following should contain an explanation if the Applicant organization is delinquent of any Federal Debt.



ATTACHMENT B: 2011 PROJECT DETAIL – TABLES 3A, B & C

**Table 3A
Summary of Specific Annual Objectives**

Obj #	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Actual Number	Outcome/Objective*
	Rental Housing Objectives					
4	Support a broad mix of housing initiatives and programs designed to increase the supply of affordable housing and access to it.	CDBG	Housing Units	1		DH-1
	Owner Housing Objectives					
3	Preserve and expand the supply of affordable housing for low-and moderate-income households.	CDBG	Housing Units	80		DH-1
	Homeless Objectives					
6	Enhance quality of life for families and individuals by supporting health and human services that predominantly serve low-and moderate-income households.	CDBG	People	10		SL-1
	Special Needs Objectives					
	Community Development Objectives					
	Infrastructure Objectives					
	Public Facilities Objectives					
	Acquire, improve or repair public and non-profit facilities that benefit low- and moderate-income residents or remedy slum/blight conditions; improve access to public facilities for persons with disabilities by removal of architectural barriers.					
	Public Services Objectives					
8	Increase employment opportunities for low-and moderate-income residents and help maintain or increase the economic viability of existing industrial and commercial areas.	CDBG	People	300		EO-1
	Economic Development Objectives					
	Other Objectives					

***Outcome/Objective Codes**

	Availability/Accessibility	Affordability	Sustainability
Decent Housing	DH-1	DH-2	DH-3
Suitable Living Environment	SL-1	SL-2	SL-3
Economic Opportunity	EO-1	EO-2	EO-3

**TABLE 3B
ANNUAL HOUSING COMPLETION GOALS**

	Annual Number Expected Units To Be Completed	Resources used during the period			
		CDBG	HOME	ESG	HOPWA
ANNUAL AFFORDABLE HOUSING GOALS (SEC. 215)					
Homeless households		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-homeless households		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special needs households		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ANNUAL AFFORDABLE RENTAL HOUSING GOALS (SEC. 215)					
Acquisition of existing units		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Rental		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ANNUAL AFFORDABLE OWNER HOUSING GOALS (SEC. 215)					
Acquisition of existing units		<input type="checkbox"/>	<input type="checkbox"/>		
Production of new units		<input type="checkbox"/>	<input type="checkbox"/>		
Rehabilitation of existing units	80	<input type="checkbox"/>	<input type="checkbox"/>		
Homebuyer Assistance		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Owner	80	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ANNUAL AFFORDABLE HOUSING GOALS (SEC. 215)					
Acquisition of existing units		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Homebuyer Assistance		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Housing		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ANNUAL HOUSING GOALS					
Annual Rental Housing Goal	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Annual Owner Housing Goal	80	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Annual Housing Goal	80	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

NOTE: Due to high market rates for monthly rent and home purchase prices, the City of Bellevue does not use the Section 215 Affordable Housing designations.

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name City of Bellevue, Washington

Priority Need

Medium & High

Project Title

A Regional Coalition for Housing (ARCH) – Affordable Housing Fund – 2012

Project Description

Contribution to the City's Housing Trust Fund for acquisition and rehabilitation of affordable housing through A Regional Coalition for Housing (ARCH).

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area

City-wide; Bellevue

Objective Number 1, 2, 3, 4	Project ID 1
HUD Matrix Code 01	CDBG Citation 570.201(a)
Type of Recipient Local Government	CDBG National Objective 570.208(a)(3)
Start Date 1/1/2012	Completion Date 12/31/2012
Performance Indicator Housing units	Annual Units 1
Local ID 259	Units Upon Completion

Funding Sources:

CDBG* \$34,498
ESG
HOME
HOPWA
Total Formula
Prior Year Funds
Assisted Housing
PHA
Other Funding
Total \$34,498

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name City of Bellevue, Washington

Priority Need

High

Project Title

City of Bellevue / King County Housing Authority – Major Home Repair Program – 2011

Project Description

Provide deferred and no-interest loans and grants to assist low- and moderate-income homeowners make health and safety related improvements to their homes. This project produces program income that is used in future years to support additional home loans.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area

City-wide; Bellevue

Objective Number 1, 3	Project ID 2
HUD Matrix Code 14A & 14H	CDBG Citation 570.202
Type of Recipient Local Gov't / Subrecipient	CDBG National Objective 570.208 (a)(3)
Start Date 1/1/2012	Completion Date 9/30/2013
Performance Indicator Housing units	Annual Units 40
Local ID 260 & 261	Units Upon Completion

Funding Sources:

CDBG*	\$216,816
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	\$100,000
Total	\$316,816

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name City of Bellevue, Washington

Priority Need

High

Project Title

Senior Services - Minor Home Repair Program - 2011

Project Description

Provides low-cost electrical, plumbing, carpentry and disability access repairs to Bellevue low-income homeowners. Coordinates services with the existing Major Home Repair Program.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area

City-wide; Bellevue

Objective Number 1, 3	Project ID 3
HUD Matrix Code 14A	CDBG Citation 570.202
Type of Recipient Subrecipient	CDBG National Objective 570.208 (a)(3)
Start Date 1/1/2012	Completion Date 12/31/2012
Performance Indicator Housing units	Annual Units 40
Local ID 262	Units Upon Completion

Funding Sources:

CDBG	\$37,774
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$37,774

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Bellevue, Washington

Priority Need
High

Project Title
Hopelink – Employment Program - 2011

Project Description

Provides case management, pre-employment training and other support services to stabilize low-income families and help participants increase skills and improve behaviors that lead to successful employment and self-sufficiency.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area

14812 Main St.; Bellevue, WA 98007

Objective Number 6, 8	Project ID 4
HUD Matrix Code 19C	CDBG Citation 570.204
Type of Recipient CBDO	CDBG National Objective 570.208 (a)(2)
Start Date 1/1/2012	Completion Date 12/31/2012
Performance Indicator People	Annual Units 10
Local ID 263	Units Upon Completion

Funding Sources:

CDBG	\$24,047
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$24,047

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Bellevue, Washington

Priority Need
High

Project Title
Jewish Family Service – Immigrant and Refugee Services - 2011

Project Description

Provides a range of employment and social services targeted to serve limited English speaking refugees and immigrants. Services include job readiness training, job placement and retention services, English-as-a-Second Language classes, bilingual counseling and case management and other related social services.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area

15821 NE 8th St. Ste 210; Bellevue, WA 98008

Objective Number 6,8	Project ID 5
HUD Matrix Code 05H	CDBG Citation 570.201(e)
Type of Recipient Contractor	CDBG National Objective 570.208 (a)(2)
Start Date 1/1/2012	Completion Date 12/31/2012
Performance Indicator People	Annual Units 300
Local ID 264	Units Upon Completion

Funding Sources:

CDBG*	\$43,644
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$43,644

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

* The actual amount may be adjusted using the 2010 CDBG Allocation Contingency Plan included at the end of this attachment

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Bellevue, Washington

Priority Need
High

Project Title
YWCA - Transitional Housing Operating Support - 2011

Project Description

Provides transitional housing to homeless families with dependent children who confront multiple barriers to self-sufficiency. The program is enhanced with case management services, full-day child care and information and referral services.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area
City-wide; Bellevue

Objective Number 6	Project ID 6
HUD Matrix Code 03T	CDBG Citation 570.201(e)
Type of Recipient Contractor	CDBG National Objective 570.208 (a)(2)
Start Date 1/1/2012	Completion Date 12/31/2012
Performance Indicator People	Annual Units 12
Local ID 265	Units Upon Completion

Funding Sources:

CDBG	\$49,925
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$49,925

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Bellevue, Washington

Priority Need

Project Title
Community Development Block Grant Administration - 2011

Project Description

Reimburses the City of Bellevue's General Fund for staff and related costs incurred in the administration of the 2011 Community Development Block Grant (CDBG) program, including management of CDBG-related projects.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area

City-wide; Bellevue

Objective Number 7	Project ID 7
HUD Matrix Code 21A	CDBG Citation 570.206
Type of Recipient Local government	CDBG National Objective N/A
Start Date 1/1/2012	Completion Date 12/31/2012
Performance Indicator N/A	Annual Units N/A
Local ID 266	Units Upon Completion

Funding Sources:

CDBG	\$28,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$28,000

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name City of Bellevue, Washington

Priority Need

N/A

Project Title

Community Development Block Grant Planning - 2011

Project Description

Provides resources to adequately plan for and anticipate human services needs for Bellevue residents. In addition to supporting the development of Bellevue's Human Services Needs Update, Community Development Block Grant Planning funds are used to support regional human services planning efforts and provide technical assistance to build the capacity of non-profit agencies.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area

City-wide; Bellevue

Objective Number 4, 7	Project ID 8
HUD Matrix Code 20	CDBG Citation 570.205
Type of Recipient Local government	CDBG National Objective N/A
Start Date 1/1/2012	Completion Date 12/31/2012
Performance Indicator N/A	Annual Units N/A
Local ID 267	Units Upon Completion

Funding Sources:

CDBG	\$89,099
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$89,099

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs



ATTACHMENT C: CERTIFICATIONS

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about --
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted:
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

Bruce Miley
Signature/Authorized Official

11/7/11
Date

Deputy City Mgr
Title

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. **Overall Benefit.** The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) , (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements. However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

Compliance with Laws -- It will comply with applicable laws.

Brian Kinglake
Signature/Authorized Official

11/7/11
Date

Deputy City Mgr
Title

**OPTIONAL CERTIFICATION
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

Signature/Authorized Official

Date

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check ___ if there are workplaces on file that are not identified here.

The certification with regard to the drug-free workplace is required by 24 CFR part 24, subpart F.

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).



ATTACHMENT D: PUBLIC PARTICIPATION PROCESS

Bellevue Human Services Commission Public Hearing Minutes

March 15, 2011

July 19, 2011

Bellevue City Council Ordinance Approving 2012 CDBG Program

November 7, 2011

CITY OF BELLEVUE
HUMAN SERVICES COMMISSION
MINUTES

March 15, 2011
6:30 p.m.

Bellevue City Hall
City Council Conference Room 1E-113

COMMISSIONERS PRESENT: Chairperson Beighle, Commissioners Bruels, Hoople, Huenefeld Gese, Plaskon, Stout, Yantis

COMMISSIONERS ABSENT: None

STAFF PRESENT: Emily Leslie, Alex O'Reilly, Joseph Adriano, Kimberly Walker, Terry Smith, Department of Parks and Community Services; Councilmember Chelminiak

GUEST SPEAKERS: None

RECORDING SECRETARY: Gerry Lindsay

1. CALL TO ORDER

The meeting was called to order at 6:31 p.m. by Chair Beighle who presided.

2. ROLL CALL

Upon the call of the roll, all Commissioners were present.

3. APPROVAL OF MINUTES

A. February 15, 2011

Motion to approve the minutes as submitted was made by Commissioner Yantis. Second was by Commissioner Hoople and the motion carried unanimously.

4. PETITIONS AND COMMUNICATIONS – None

5. STAFF AND COMMISSION REPORTS

Commissioner Huenefeld Gese said the annual Youth Link gumbo night was fun as usual and the food was great. Chair Beighle said she spoke with several of the youth and heard from them that they enjoyed the coat drive and working youth-related legislative issues in Olympia.

Commissioner Hoople said he was recently invited as chair of the Veterans Citizens Levy Oversight Board to attend the King County Regional Policy Committee meeting focused on preparing the ordinances aimed at putting the Veterans and Human Services levy on the ballot. An attempt was made to amend the ordinance to eliminate the oversight boards and replaced by a board similar to the one overseeing the MIDD. There were many objections raised, both from members of the King County Council and everyone from the veterans community. The proposed amendment was eventually withdrawn.

Human Services Manager Emily Leslie said one member of the Committee had intended to submit an amendment that would have built an inflationary factor into the levy tied to the Consumer Price Index. It was opposed in preliminary discussions and thus was not raised, though it may come back at a later time. The Committee approved two ordinances, one approving the levy for the August ballot and one approving the levy for the November ballot; the King County Council will make the final decision by May 23.

Commissioner Bruels reported that he attended the King County Alliance of Human Services meeting earlier in the day along with City staff where the Veterans and Human Services Levy was discussed. A representative from the King County Executive's office was present to provide some information. He said there was a survey done which indicated significant public support for the levy, but little support for an increase in the levy. It was also noted that HB-1997 which is currently before the House Ways and Means Committee in Olympia is a measure that aims to repurpose some of the stadium taxes to human services; the Alliance supports the measure.

Ms. Leslie clarified that the bill would redirect some of the taxes to housing but not to human services in general.

Commissioner Bruels said the Alliance conducted a roundtable discussion to gain a better sense of the impacts associated with the cuts to human services funding. He said the picture that was painted was dismal.

Human Services Planner Alex O'Reilly said she attended the March 8 meeting of the Parks and Community Services Board and gave them an overview of the planning process for the Needs Update. She said they offered some good suggestions for community conversations. She added that the Council will be provided with a brief update at its Study Session on April 4.

Ms. Leslie remarked that Commissioner Huenefeld Gese was attending her final Commission meeting. To mark the occasion, Councilmember Chelminiak thanked her for her service to the city and gave her a certificate of recognition. He said her insights and her voice would be missed.

Ms. Leslie spoke on behalf of the staff and said it had been great to work with Commissioner Huenefeld Gese over the past few years. She especially appreciated her leadership during the 2011-2012 funding process.

Chair Beighle said she would miss Commissioner Huenefeld Gese's tireless work on behalf of the community.

Commissioner Huenefeld Gese said the decision to leave the Commission was very difficult to make but in the end chose in favor of her family.

Councilmember Chelminiak said he shared with the Council information that was presented to the Commission regarding human trafficking. He said he worked with Councilmember Wallace to make sure Bellevue was listed in support of the bill in the legislature.

6. PUBLIC HEARING

A. Housing, Community Development and Human Services Needs of City Residents and Use of 2012 Community Development Block Grant (CDBG) Funds

Chair Beighle stated that during 2011 the Commission would be working to update the Human Services Needs Assessment as well as the Consolidated and Community Development Plan (CDBG). She said the two documents are used to set funding priorities for the local human services fund and federal Community Development Block Grant funding. She said the public hearing serves as an opportunity for agencies and residents to provide the Commission with information regarding housing and human services problems or needs observed in the community, particularly with regard to the current economic recession. The information will be used to guide the Commission in developing a plan for allocating the city's anticipated 2012 federal CDBG award.

Chair Beighle stated that during the public hearing there would be no interaction between those providing testimony and the Commissioners.

Motion to open the public hearing was made by Commissioner Hoople. Second was by Commissioner Huenefeld Gese and the motion carried unanimously.

Ms. Diana Olson with HealthPoint noted that the agency has clinics all over King County and annually serves thousands of residents from the area. The most serious issue for Bellevue-area patients is access to primary healthcare. Many have said they are losing their insurance coverage as a result of job loss, and in other cases are seeing their insurance coverage reduced. Demand for services provided by HealthPoint have increased dramatically. Often patients are delaying even seeking care. Some seek care from emergency rooms while others elect not to seek care at all, which often means complex issues are developing. The state budget crisis has

hit HealthPoint; the Disability Lifeline and Basic Health Plan may be cut. Funding from private sources have been reduced, as has Medicaid. In the years leading up to 2014 when the national healthcare plan is to be implemented, agencies such as HealthPoint will be expected to see thousands of patients. Accordingly, much of the focus has been turned to saving the infrastructure. HealthPoint is a revenue-producing organization, which makes it different from many non-profits, but it also provides uncompensated care which makes it necessary to dip into reserves.

Ms. Eileen Rasnack with Volunteer Chore Services of Catholic Community Services said the most serious health and human services issues facing older adults revolve around the fact that they are frail, isolated, and dealing with multiple health issues. Their most critical needs are in-home resources and transportation. Older adults also face difficulties in figuring out where to go for the services they need and making sure they are eligible for those services. It is a struggle for them to access basic needs; the confusion they face in working through the system can be very frustrating for them. Often they are reluctant to ask for help. Once they did figure out where they need to go, a lack of reliable transportation often stands in their way. The economic recession has affected the senior population in several ways. They are living on fixed incomes and are seeing their money having to stretch farther and farther. Additionally, many services for older adults have been reduced or eliminated. The volunteer chore guideline for eligibility is around a thousand dollars a month or less, which is very low, but many with higher incomes are calling seeking help because they too are struggling to be able to pay for services. Cuts made at the state level to services for older adults have had an impact; many no longer qualify for COPE services that were designed to help them stay in their homes, placing them at risk. Volunteer Chore Services has seen an increase in the number of calls received for services because of the reductions made in other programs. The agency lost King County funding in 2010 and has seen a 6.3 percent reduction in funding from the state. A staff position was eliminated, and all remaining staff are on reduced hours. Services have had to be prioritized in an attempt to do more with less. The commitment of Bellevue to human services is laudable and appreciated.

Ms. Ellen Hegenauer, also with Catholic Community Services, spoke on behalf of Harrington House and thanked the Commissioners for their support of the program. Housing costs and what low-income persons or families can afford to pay are making it difficult to place many clients in permanent housing. Clients come from shelters, stay at Harrington House for up to a year, and then either move to another transitional housing program or into permanent housing if a unit opens up. All of the clients are on TANF and their lack of income deters them from getting into market-rate housing. The women are usually single, most do not have a high-school diploma, and most lack job skills. Once laid off from their jobs due to their pregnancy, it is very hard for them to find new work. Most do not have medical coverage. Service delivery is a barrier to many clients, especially for those for whom English is not their first language. Providers covered by Medicaid are often not culturally appropriate for the clients. The attitudes of service providers at times discourages clients from seeking services.

Ms. Angie Johnson, case manager for Harrington House, explained that the program offers transitional housing for women who are pregnant or newly parenting and homeless. Most of the women face difficulties in finding affordable housing and good affordable childcare. Recent cuts in TANF has impacted many of the clients. Transportation continues to be an issue, especially given that the buses in Bellevue are not friendly to use. Recently a women who failed to fold up her stroller fast enough was yelled at by the driver. Donations to the program are down, which limits the program's ability to transport clients to and from appointments. With less funding, it has become necessary to reduce staff hours and relying on on-call staff, which in turn results in inconsistencies.

Ms. Ann Merklin, program manager for Emergency Assistance, said the program provides assistance to low-income residents, the disabled and seniors. The majority of clients are families. The most serious problems seen by the program are clients who have been laid off or have had their hours reduced. Many who previously had benefits have seen them either reduced or eliminated. There has been a significant increase in the number of calls for help with rent and utilities, for motel vouchers for those who are homeless, and for assistance with food, gas, prescriptions and bus tickets. The increased number of calls has made it difficult for clients to get through to the agency staff at all; by the time they do get through their situations have often worsened. Clients have even reported difficulties in getting through to 2-1-1. Clients are finding it necessary to go to multiple agencies in order to get their needs met. Those unable to jump through all the hoops are finding themselves homeless; more and more new clients who have never previously asked for services are coming forward, and most of them are families. The agency is facing additional funding cuts which will necessitate additional staff and program reductions; a reduction in private funding is also expected.

Ms. Julie McFarland, director of homeless youth services for Friends of Youth, said the program provides emergency shelter for 12 to 17 year olds. In addition, the agency operates the only young adult center located on the Eastside; it is housed in the Bellevue YMCA and serves 18 to 24 year olds. She thanked the Commission for its ongoing support for those programs. The most serious human service issues being faced by Bellevue clients are affordable housing, mental health, substance abuse, unemployment, and untreated medical and dental issues. The clients face a number of barriers, not the least of which are wait lists for housing, mental health and substance abuse services. Transportation is a big issue; some young adult clients have jobs but their one-way morning commute takes two hours with all of the transfers they must take on the Eastside. The economic recession has increased the number of clients seeking services; young adults are being turned away from The Landing shelter almost every night, and many of them are coming over from Seattle. The wait list for transitional housing for young mothers has reached 121, which translates into a wait of six to nine months just to get an interview. With higher case loads, it flows that less individual attention can be given to each client. The loss of \$110,000 from King County for the shelter program was a serious blow and it may

become necessary to combine the two shelter programs in order to make ends meet. Funding from United Way has been reduced by ten percent, and Friends of Youth clients are utilizing the food banks more than ever before.

Mr. David Johns-Bowling, shelter director for Congregations for the Homeless, said the shelter houses 30 or more homeless men. He said the need is huge and qualified men seeking shelter are turned away every day. The agency also operates a housing program that houses 48 people. The housing program has been in operation since 2006 and has helped keep 260-plus people off the streets and into stable housing. The agency has helped co-operate the severe weather shelter with Sophia Way which saw more than 200 unduplicated people over the winter months. The loss of the GAU disability lifeline has been huge for clients of Congregations for the Homeless. The program includes access to dental care and nurse practitioners, but the clients still rely on the GAU for other services. Clients say it would be wonderful to have a day center they could use during the day. Laundry and shower facilities are critical to the homeless who are seeking jobs; it would also be great to have lockers for them in which they could keep their personal belongings. With GAU funding, some clients are not able to get their medical and mental health services.

Ms. Chris Brandt with AtWork! thanked the Commission for its continued support. Currently Bellevue funding is funding the employment consultant who works to help persons with disabilities transition into community jobs, and a job developer who seeks new job and volunteer opportunities in the community. Jobs are not easy to find for anyone in the current economy. Persons with significant and multiple disabilities often require the services of a job coach in order to be successful. For every dollar spent on hiring staff to provide support, \$1.69 is returned in taxes paid and benefits given that no longer must be provided by the government. The problem is that support for their jobs is diminishing, and some primary sources of funding are going away; without that support, people will lose their jobs. Without jobs, people with disabilities become more dependent on the services offered by agencies. Some who are supported by AtWork! are the primary wage earners for their entire family; many of them live with elderly parents who rely on their adult child with disabilities to earn an income. Public transportation is essential for persons with disabilities, and in the current economic climate transportation options have become more limited, more costly and less efficient. Stigmatism remains a barrier for people with disabilities, particularly the attitudes of employers. People will not be able to continue getting services unless they are on federal community waiver programs, and the state is looking at cutting state-only funded services. Only 14 persons were placed in jobs during 2010, and that is the lowest placement rate over the last five years; an additional 16 lost their jobs, the majority of whom were laid off. The agency's funding stream from United Way was cut by an additional 15 percent, for a total of 70 percent, and in the fall of 2010 the agency lost its largest commercial contract in packaging and assembly, which was worth some \$300,000 per year. The board decided that in order for AtWork! to remain financially stable it can no longer give away services for free absent a matching funding source; the agency has been giving away some 1500 hours of service monthly.

Mr. Doug Renaud spoke representing Hero House. He said he has lived in Bellevue for the past 40 years and was the holder of two bachelor's degrees. Following a traumatic brain injury in 2004, it took him four years to earn his SSI disability award. He said he has been in the CFA2 shelter program and noted that his rent has increased by \$108 without the benefit of an increase in SSI. He said his program ends in a year and a half after which he will be homeless again. He said he has experienced some health issues which recently required a stay of a day and a half at Overlake Hospital, the cost of which was just over \$18,000, of which he will be responsible for 20 percent. The four prescriptions resulting from the hospital stay cost \$240 in co-pays, which is a quarter of what he has to live on each month. Other drugs prescribed to him have risen in cost recently. King County Metro and Sound Transit no longer have a yearly disabled pass so it is necessary to travel to Seattle every two months and spend \$54 for a pass. He said he has dental issues that resulted from his accident and it will cost \$3200 up front. His income is too high to qualify for food stamps.

Ms. Erica Horn, also with Hero House, thanked the Commission for its support. The program has become a mirage of services. Hopelink just informed the agency that Medicaid transportation no longer will cover rides to the clubhouse, so the staff are scrambling to figure out how to get people who need services to the clubhouse. Everything that can be done is being done to fill the void for the members who are currently served, but a flux of new members are coming in seeking help with various problems.

Ms. Marty Jacobs, family services director for Child Care Resources, thanked the Commission for its support for child care and early learning. She said the city's funding has been instrumental in increasing the quality of child care through training and technical assistance to providers; has helped families in making choices about child care through the information and referral service; and has assisted families through the financial assistance program. Access to high-quality child care continues to be a major need in the community, especially among those who need child care in order to continue working. In October the state reduced the eligibility level for child care subsidies from 200 percent of the federal poverty level to 175 percent. At the higher level, a family of three could earn up to \$3052 per month, which equates to just under \$18 per hour for full-time work; at the lower rate, the same family can earn up to \$2671 per month, which equates to \$15.50 per hour for full-time work. Families in the gap between those levels were impacted. Some elected to reduce their salaries so they would qualify for the lower level. Some took their children out of child care altogether, while others quit their jobs and went on TANF. The cost of child care for families is very high. A single parent making \$16 per hour and grossing \$2800 per month with a toddler and a preschooler in a family child care home might have to pay \$1750 for child care, leaving less than \$1000 for housing and other expenses. Child care providers have reported that many children who were receiving subsidies have left their programs, which leaves the providers struggling; some have closed their doors. The city's recession funding came at just the right time for some families;

28 children are currently being served, and 30 have been served thus far in 2011. An additional three children will be added in April. The agency has seen an increase in requests for help from homeless families.

Ms. June Wiley spoke representing the YWCA. She thanked the Commission for its ongoing support. She stated that 92 percent of all rental housing on the Eastside is unaffordable to low-income residents, which is alarming. The recession has brought forward people who have never had to access services before. The agency is focusing on economic resilience and financial literacy; the new program aims to help people manage their money, even if they only have a little, which will be the key to moving forward. Ongoing funding for domestic violence services will be critical.

Ms. Leslie Miller, children's supervisor and grant reporting specialist for Sophia Way, said the most serious issues faced by the agency are homelessness, mental health challenges, substance abuse, aging, traumatic brain injuries, unemployment, and the lack of very low-income housing. The barriers facing clients include transportation, and lack of availability of services for mental health and substance abuse for those in crisis. A greater variety of housing options is needed, especially for clients who cannot handle living alone in a scattered site apartment for one valid reason or another. The economic recession has resulted in women needing to stay in the shelter program for longer periods of time. Those who are higher functioning and could work are unable to find jobs, and those who do qualify for services, such as disability lifeline, are receiving less and less money, and some are in danger of losing their current housing. Clients are also losing their medical and dental benefits. The biggest issue facing the agency is that funders have less money to spread around, thus the demand is not going to be met.

Mr. Gerald Wright with Hopelink said the agency promotes self-sufficiency for all members of the community. He thanked the Commission for its generous support. The major issues facing Hopelink include access to affordable housing and critical services such as food and utilities. On the Eastside, a family of four must have a net income in excess of \$4000 per month to be deemed self-sufficient. As a result, the fastest growing segment of Hopelink's client base is the working poor, individuals who have jobs but incomes that are not sufficient to secure housing or meet their basic needs. Services offered by the food bank are up ten percent over 2010, a year during which food bank services increased by 30 percent. Coupled with that is a reduction in the amount of food received by the food bank, which means more are being served with less. Funding is absolutely critical for programs that do not generate revenue, such as adult education programs. Attendance is up over ten percent in the agency's shelter and transitional housing units, and the turn-away rate is up 15 percent over 2010.

Mr. Jeff Bradt, executive director for Elder and Adult Day Services, thanked the Commission for its continued support, both for programming and capital needs. He said the work being done in the community by non-profits is astounding, but it is still not enough to meet the overall need. Transportation continues to be a need and

EADS is working its non-profit partners to find ways to address the need for its clients. EADS has been talking with AtWork! about bringing programs together, including a co-housing option for families with young adult children with developmental disabilities. A condo-type setting with service built in would be ideal. Such a building could also serve the aging parents of children with developmental disabilities who are concerned about transitioning their adult child into a home situation once they are no longer able to provide care.

Motion to close the public hearing was made by Commissioner Hoople. Second was by Commissioner Stout and the motion carried unanimously.

7. DISCUSSION

A. Application to Conduct Analysis of Impediments to Fair Housing Choice

Grant Coordinator Joseph Adriano provided the Commissioners with a handout on the minor amendment to the city's Consolidated Housing and Community Development Plan. He explained that in general minor amendments are those that affect the Action Plan that is developed every year which follows the Consolidated Plan which is updated every four years. The plan essentially dictates what the city will do with its CDBG allocation during the four-year period covered by the Consolidated Plan; the annual Action Plan reiterates those activities.

The current consolidated plan includes a policy indicating that any minor amendment to the plan will be published in the city's paper of record, which is the *Seattle Times*, will be subject to a 15-day comment period, and will be reviewed by the Commission. Minor amendments include changes to the purpose, scope, location or those who benefit from the activities stated in the Action Plan. As required by federal regulations, the city must conduct an Analysis to Impediments to Fair Housing Choice, which in turn requires a change in the scope of the CDBG administration fund. The change will allow the city to use up to \$15,000 of CDBG funds for the analysis.

The analysis of impediments is an assessment of conditions, both public and private, affecting fair housing choice for protected classes, which include race, color and religion, as well as Section 8 status. The impacts that will be examined include local laws, ordinances and public policies; the nature of private sector sales and rentals; any concentration of protected classes; city demographics; and all discrimination complaints cataloged by the city's code compliance division. The work will include public involvement in the form of consulting with groups that work with people with disabilities, low- and moderate-income persons, housing advocacy groups, tenant rights groups, legal services, and veterans groups.

The Fair Housing Center of Washington was the only organization to respond to the RFP. Mr. Adriano said staff was expecting the agency to apply. They have to date produced 18 such reports for communities in Western Washington.

Motion to approve the minor amendment was made by Commissioner Plaskon. Second was by Commissioner Hoople and the motion carried unanimously.

Ms. Leslie pointed out that the current Consolidated Plan runs through 2011, so staff will be working on the new plan during the year.

8. OLD BUSINESS

Ms. O'Reilly said the phone and online survey will roll out very soon. She said three or four questions were added to the survey which will seek information from the respondents about the impacts of the recession on their lives.

Ms. O'Reilly circulated a sign-up sheet for upcoming community conversations.

Ms. O'Reilly shared with the Commissioners a flyer regarding the Eastside Time Bank. She stated that the City Council will be provided with an update at an upcoming meeting. On March 31 information will be shared about the program at the North Bellevue Community Center; a second event is scheduled for early in April and at that meeting people will be able to sign up for the time bank.

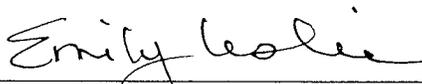
9. NEW BUSINESS

Ms. Leslie said a report on the Eastside Winter Shelter would be given at the next Commission meeting.

10. PETITIONS AND COMMUNICATIONS

11. ADJOURNMENT

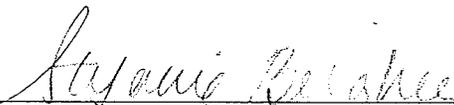
Chair Beighle adjourned the meeting at 8:11 p.m.



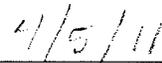
Secretary of the Human Services Commission



Date



Chairperson of the Human Services Commission



Date

March 14, 2011

To: Bellevue Human Services Commission
Fr: Mary Ellen Stone, Executive Director
Re: KCSARC services in Bellevue

I regret that I am unable to attend the hearing this evening, but I wanted to update you about the services we are providing to Bellevue residents.

In 2010, we assisted 70 primary victims of sexual assault who were Bellevue residents. In addition to these primary victims, in most cases, there were secondary victims (family members, significant others) who received advocacy.

Of these victims 10% were Latino- we served them through our Dando Voz program which provides all our services, in Spanish, to the Latino community. I've included a description of the services provided to one Dando Voz client and her family:

Maria's family came to the Dando Voz program in search of help for her family. The family is a modest Spanish speaking family of five. There are 3 children in the family all of which were abused by a cousin. Maria had many questions about how to support the victims and where she should go. Dando Voz was able to provide legal advocacy, parent education, therapy for the children and a support group for the parents. The family felt that many people within the community could benefit from the information that Dando Voz would provide in the parent support group. The family provided information to their local church about the upcoming group and the next day there were many requests for entry into the parent group.

Through our extensive wrap around services all members of the family found support. All victims report great improvement and have seen a significant difference in school, social and family life. In addition, the parenting group gave them the opportunity to reach out to the community, which brought many families together to discuss their concerns for their children, and receive information about how to prevent abuse and how to talk to their children.

The services most frequently used by Bellevue residents are our parent support programs and legal advocacy. Parental support is essential when a child has been assaulted. KCSARC uses state of the art programs to help parents navigate the challenges of helping their child recover. Legal advocacy is a core service for KCSARC, because sexual assault cases can take 18-24 months to go through the entire criminal justice system, our advocates are essential to helping the victim through this process. Unless a victim is willing to come forward and testify, there is no case and no way to hold the offender accountable.

We have successfully maintained our King County funding for 2011, but face significant challenges for 2012 at both the county and state levels. Support from the city of Bellevue is not only appreciated but essential. You provide a level of leadership and commitment that assists in leveraging other local funding sources. Again, thank you for your continued support of KCSARC and the network of human service providers.

CITY OF BELLEVUE
HUMAN SERVICES COMMISSION
MINUTES

July 19, 2011
6:30 p.m.

Bellevue City Hall
City Council Conference Room 1E-113

COMMISSIONERS PRESENT: Chairperson Beighle, Commissioners Bruels, Habib, Perelman, Plaskon, Stout

COMMISSIONERS ABSENT: Commissioner Yantis

STAFF PRESENT: Emily Leslie, Alex O'Reilly, Joseph Adriano, Megan Farwell, Department of Parks and Community Services

GUEST SPEAKERS: None

RECORDING SECRETARY: Gerry Lindsay

1. CALL TO ORDER

The meeting was called to order at 6:33 p.m. by Chair Beighle who presided.

2. ROLL CALL

Upon the call of the roll, all Commissioners were present with the exception of Commissioner Perelman, who arrived at 6:35 p.m., and Commissioner Yantis who was excused.

3. APPROVAL OF MINUTES

A. June 7, 2011

Chair Beighle called attention to the third paragraph on page 2 and asked that the minutes be amended to reflect that she attended the ARCH housing tour as well.

Commissioner Bruels noted the second paragraph on the same page and said he had not attended the Youth Link awards ceremony.

Motion to approve the minutes as amended was made by Commissioner Stout. Second was by Commissioner Plaskon and the motion carried unanimously.

B. June 21, 2011

Motion to approve the minutes as submitted was made by Commissioner Stout. Second was by Commissioner Bruels and the motion carried unanimously.

4. PETITIONS AND COMMUNICATIONS – None

5. STAFF AND COMMISSION REPORTS

Commissioner Bruels reported that he attended the open house for the new Swedish Issaquah hospital. He said more than twice the number of visitors than expected attended. The facility is only partially open; the full hospital will not open until fall.

Commissioner Plaskon noted that he attended the open house as well.

Human Services Manager Emily Leslie informed the Commission that on July 5 the Council endorsed the Veterans and Human Services Levy. The other Eastside cities that have endorsed the levy as well are Kirkland and Redmond. She noted that Issaquah would not be taking a position.

Human Services Planner Alex O'Reilly welcomed Megan Farwell back for a second round of internship with the department.

6. PUBLIC HEARING

A. 2012 Community Development Block Grant (CDBG) Funding Recommendations

Grant Coordinator Joseph Adriano noted the receipt of a comment in the form of a letter from Senior Services and said it would be included in the record. He reminded the Commissioners that the recommendation from the Commission will be presented to the City Council in October, and said the Council must approve the recommendations by early November.

Motion to open the public hearing was made by Commissioner Bruels. Second was by Commissioner Stout and the motion carried unanimously.

Ms. Andrea Meewes Sanchez spoke representing Senior Services and explained that the Minor Home Repair Program helps elderly and disabled residents and homeowners living in their own homes safely and longer. The program has historically been supported by CDBG funds, and the proposed 33 percent funding cut comes at a time when demand for the program is very high. In 2010 the projection was that 111 minor home repairs would be made for Bellevue clients, but in reality more than 200 were served with the CDBG funds. Many of the clients would not be able to afford the repair work without the program; that could mean degradation of the housing stock and potentially putting people at risk from falls. Things like secure

handrails and fixing stairways can go a long way toward preventing falls. The cost to home repair clients is only \$10 per hour plus the cost of materials, but the proposed funding cuts will mean either increasing the costs to the clients or reducing the overall number of clients served. The Commission was asked to reconsider its funding proposal for 2012.

Ms. Trinese Clark, Family Development Program manager for Hopelink, thanked the Commission for its past support. She said continued support for the program is imperative. Hopelink uses CDBG funds to help Bellevue residents prepare for and achieve employment, a service which is more important than ever before. The city's 2009 telephone survey found that 49 percent of the respondents rated not having work to support themselves or their families as a moderate or major issue of concern. A recent report from the Human Services Policy Center indicated that with the unemployment rate surpassing nine percent in the state, an additional 37,000 children were expected to enter poverty status in 2009. The minimum wage in Washington State is the highest in the country, but an adult making only minimum wage and supporting two children still falls under the federal poverty level for a family of three. The Family Development Program works to mitigate poverty through comprehensive strength-based case management and goal setting. The employment program is a collaborative effort between the Family Development Program and Hopelink's Employment Program. The program provides long-term intensive case management services and employment support to unemployed and underemployed families who are either homeless or at risk of becoming homeless. Participants work with trained family development specialists to develop employment goals and tasks that will aid in developing the tools and skills necessary to secure a livable wage and eradicate barriers to self sufficiency. The staff provide job coaching, job development, job placement, and post-employment support to ensure long-term success. During the 2010 program year, 92 percent of the participants who reside in north and east King County followed a course of action to develop and strengthen job readiness. The support of the city is needed more than ever before.

Mr. Arthur Sullivan with ARCH thanked the Commission for its past support of the Housing Trust Fund. He said the Housing Trust Fund is a vehicle that member cities use to provide support for long-term affordable housing. Since ARCH was established, more than \$32 million in land, cash and fee waivers have been provided to support more than 2500 units of affordable housing. The Housing Trust Fund is only one of several areas ARCH works with to support efforts for affordable housing; the housing tour and Housing 101 are two other means used. Recent projects include Imagine Housing, formerly St. Andrew's Housing, which will be 75 percent for the homeless and 25 percent for low-income families; and preservation of the Evergreen Court facility for seniors.

Motion to close the public hearing was made by Commissioner Plaskon. Second was by Commissioner Bruels and the motion carried unanimously.

Commissioner Perelman referred to the draft contingency plan and said it was her recollection that the Commission had worded the decreased funding option such that funding for the two programs would reduce proportionally until both reached zero.

Commissioner Stout said she was troubled by the letter from Senior Services and the information presented orally by the agency's representative. She stressed that the Commission's proposal is not intended to be punitive in any way; it simply reflects the reality the Commission must deal with.

Commissioner Bruels agreed that the Minor Home Repair program serves the public health by helping to prevent falls. He said he hoped the agency understands that the point is not lost on the Commission.

Commissioner Habib asked if there is a sense of which consequence – fewer projects overall or increased cost for the clients – will result from the proposed funding reduction. Mr. Adriano said it was his understanding that the program would take on fewer clients. It is conceivable that the cost to clients would be increased, but such increases would need to apply to clients in Seattle and Shoreline as well, which are the other two cities that fund the program.

Commissioner Stout said an article in the *Washington Post* recently focused on the implications of the coming increases in Medicare costs. The article pointed out that only about five percent of the nation's seniors have disposal incomes. The annual increases ranging from \$6000 to \$12,000 will not be able to be met by most seniors. Along those lines, increasing program fees for seniors who desperately need services will not solve the problem.

Commissioner Perelman asked if clients applying for the Senior Services program also apply for the city's Major Home Repair program. Ms. O'Reilly said the minor jobs done through the Senior Services program are too small for the Major Home Repair program. The latter involves securing a lien on the property title which incurs certain costs; it would not be cost-effective to use that program for minor repairs.

Commissioner Bruels asked if anything more has been heard from the federal government about what the actual allocation to Bellevue will be. Ms. Leslie said Congress remains in disarray and as such it is very hard to say what will ultimately happen. Lobbying in favor of CDBG funding is going on, but what the outcome will be remains an unknown.

Motion to accept the 2012 CDBG funding proposal as outlined by the Commission, and the contingency plan as revised by Commissioner Perelman, was made by Commissioner Plaskon. Second was by Commissioner Bruels and the motion carried unanimously.

7. DISCUSSION

A. Update on the Results of the Phone Survey for the 2011-2012 Needs Update

Ms. O'Reilly said every attempt is made to get information from a variety of sources in the community to help understand the human services trends. The phone/online survey wrapped up with 409 resident respondents. There were a total of 22 community conversations conducted, and 53 providers completed the online survey. To date there have been 12 key informant interviews, with a few more to follow. The faith community completed their survey online, and 145 consumers completed the survey as well. The consumer surveys were translated into five languages in addition to English and were distributed to community partners where they were filled out.

Two years ago when the Needs Update was being addressed, the conclusion was reached that things needed to move beyond a mere phone survey because of the increased number of cell-phone-only households. Other departments tested the waters with online surveys and found success. The focus changed from a random phone-only survey to an address-based sampling with multiple modes of data collection. The work focused on a representative sampling generated from addresses received from the US Postal Service. The survey company matched the addresses against phone numbers. Those with phone numbers were sent a letter informing them they would be called to participate in a phone survey; those without phone numbers were sent a letter asking them to fill out the online survey. There were 256 surveys completed by phone and 153 completed online.

The online respondents filled in the gaps in representation noted during previous surveys relative to the city's population. They were more likely to be male, newer residents of the city, to live in multifamily housing as renters, and to use cell phones only. They also happened to be younger. Previous surveys have experienced overrepresentation by older adults; in 2009 52 percent of the phone survey respondents were 55 or older.

Ms. O'Reilly said in the future it will become even more important to get to the non English-speaking population. Past surveys have offered the respondents the opportunity to be called back by someone speaking their language. In 2009, out of the 440 who completed the survey, 32 took the survey in a language other than English. The same offer was made to the phone survey respondents for the most recent survey, though only two responded; the online survey was not available in translated versions due to budgetary limits. Both the online and phone surveys included a question about the languages spoken in the home of the respondent. Of the 153 respondents to the online survey, 114 indicated that a language other than English was spoken in their homes, for a total of 25 different languages.

Ms. O'Reilly said a very high percentage of the survey respondents rated Bellevue as a good or excellent place to live. That information closely matches the data received from other city surveys.

For the latest survey, there was a significant increase in the percentage of respondents who highlighted more than ten problems in the community compared to the 2009 survey; 40 percent gave that response, which compares to 29 percent in 2009. Conversely, in 2009, 15 percent said there were no problems in the community, but in the latest survey only nine percent had that response. Ms. O'Reilly stressed that responses to community level problems is very sensitive to the perceptions at the time of the survey. For instance, the occurrence of burglaries in their neighborhood prior to responding to the survey could trigger a response that there are indeed problems in their community.

Ever since the survey was first conducted in 1988, the lack of affordable housing has been viewed by the respondents as the largest community problem.

Commissioner Habib suggested it would be helpful to know the value of the homes in which the respondents live in understanding their responses relative to affordable housing.

Ms. O'Reilly noted that unemployment, lack of medical insurance and lack of affordable medical care are three issues that are also traditionally high on the list of community problems. All three were in the top tier in the 2009 survey, but in the most recent survey they climbed to a higher degree of concern.

With regard to household problems, 19 percent indicated having six or more problems in their personal lives; that number was 14 percent in 2009. Younger residents, people with incomes below \$25,000 per year, those whose first language is not English, renters and the unemployed tend to report having an above-average number of household problems. There was no significant change in the number of household problems between the 2007 and 2009 and the 2009 and 2011 surveys.

The first tier of household problems, which are those that received the highest number of mentions, had four groupings: inadequate public transportation, anxiety, not finding work to support self or family, and difficulty in budgeting the available money. The issues that appear lowest on the list include domestic violence, child abuse and neglect; while those may not be the highest problems in a respondent's household, those problems historically are underreported for various reasons.

Ms. O'Reilly said the current survey takes about 25 minutes to complete by phone. For that reason, adding too many more questions is not advised. However, the qualitative interactions, including the community conversations and the key informant interviews, were asking what impact the economy was having on individuals and families. The survey company researched questions asked in other surveys and settled on a series of three questions: 1) were you unemployed other than by choice

at any time during the past year; 2) what happened to your income during the past year, did it increase, decrease or stay the same; and 3) how affected have you personally been by the current recession. Sixty-four percent of the online and phone survey respondents stated that they had been negatively impacted by the economy in one of those three ways.

The survey included several questions about adequate access to human services in the community. In 2009 significantly more people, 76 percent, indicated they had adequate access to human services; that percentage fell to 61 percent in the 2011 survey. That finding bolsters what has been heard from providers. For various reasons, human services are getting harder to access.

The responses to the question about residents seeking help has fluctuated over the years. The percentage of respondents seeking help increased significantly between 2009 and 2011.

The respondents reporting having had one or more major problem are asked by the survey if they sought help for their problems. In the most recently survey, a little over half indicated they had not sought help, which compares to 30 percent in the 2009 survey. Of those who said they did seek help, the majority stated that they found help; only 23 percent did not find help. Of those who reported finding help, 81 percent stated that they were satisfied with the help they received. The satisfied group had a much higher percentage in the 2009 survey. Those who sought help reported difficulties in finding the help they needed in terms of medical issues, employment and house. The barriers to finding help reported included eligibility, not knowing where to find help, and inability to pay. With shrinking budgets, providers are having to tighten eligibility requirements, which makes receiving help more difficult for many.

Commissioner Bruels said eligibility requirements are a game changer for everyone involved, not only for the clients but also for the 2-1-1 system and those who make referrals. It would be worse to give a referral to someone who is ineligible than to give no referral at all.

Ms. O'Reilly said the next steps will be to finish up the data collection, doing the analysis, and writing up the report. A draft will be ready for the Commission's review around the last week of August.

8. OLD BUSINESS – None

9. NEW BUSINESS

Ms. Leslie suggested that the Commission should meet once during the month of August and proposed August 16. The Commission concurred.

10. PETITIONS AND COMMUNICATIONS – None

11. ADJOURNMENT

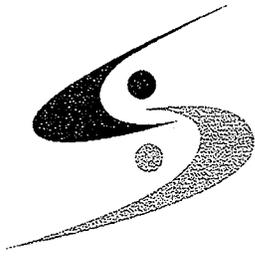
Chair Beighle adjourned the meeting at 8:10 p.m.

Emily Galie
Secretary to the Human Services Commission

8/16/11
Date

Stacie Kivela
Chairperson of the Human Services Commission

8/16/11
Date



Senior Services

Promoting the well-being of older adults

July 18, 2011

Joseph Adriano, Grant Coordinator
Human Services Division, Parks and Community Services Department
City of Bellevue
P.O. Box 90012
Bellevue, WA 98009

Dear Mr. Adriano,

This letter is in response to the proposed cuts to Senior Services' Minor Home Repair Program funded by the City of Bellevue's CDBG funds. The Minor Home Repair program keeps low income, elderly, and disabled homeowners living in their homes and communities longer. The Minor Home Repair Program is expected to be reduced by 33% in 2012 as compared to 2010 funding. Because CDBG is the sole source of funds for the Bellevue MHR program, this means services will be reduced in a time of greater demand from the community.

With CDBG funds in 2010, Senior Services expected to complete 111 repair jobs for 37 Bellevue residents. By the end of the year, the demand for repairs nearly doubled and Senior Services was able to meet that demand, providing Bellevue with 203 home repairs funded through the City of Bellevue's CDBG funds. Without CDBG funds, residents who own their homes may not have otherwise afforded home repairs, leaving valuable housing stock in decline and homeowners living in unsafe conditions.

Falls among older adults are the leading cause of injury hospitalization in Washington and most falls happen inside the home. According to the Washington State Department of Health, one of the top four most important things older people can do to prevent falls is make their homes safer. A secure handrail, and safe, even steps can go a long way to preventing a fall and reducing hospitalizations for older adults. The cost to a client for a minor home repair by Senior Services is only \$10 an hour plus materials. In order to continue this program in Bellevue with the proposed cuts for 2012, Senior Services would have to cut 33% of current clients from the program or raise the rates to consumers.

Bellevue residents who could not afford minor home repairs without Senior Services program may be forced to leave their homes because they can no longer care for them. Please reconsider restoring funding for Senior Services Minor Home Repair to keep Bellevue residents living in their homes safely and for longer.

Sincerely,

Andrea Meewes Sanchez, MSW
Program Manager

A non-profit agency supported by United Way of King County investments

2208 Second Ave, Seattle, WA 98121

(p) 206 448-3110 • (TTY) 206 448-5025 • (f) 206 448-5766 • www.seniorservices.org

CITY OF BELLEVUE, WASHINGTON

ORDINANCE NO. 6023

AN ORDINANCE adopting the recommendations for the use of 2012 Community Development Block Grant (CDBG) funds as transmitted by the Human Services Commission; authorizing the submittal of a proposal to the United States Department of Housing and Urban Development (HUD) for the 2012 CDBG Program; authorizing the acceptance of a grant award contract with HUD; creating a new project series within the Operating Grants and Donations Fund into which said funds shall be deposited; amending the budget for the Operating Grants and Donations Fund by appropriating additional revenues to that Fund; authorizing the City Manager or his designee to enter into agreements with grant subrecipients; and authorizing expenditures of said grant funds.

THE CITY COUNCIL OF THE CITY OF BELLEVUE, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. The recommendations from the Bellevue Human Services Commission for the use of the 2012 Community Development Block Grant (CDBG) funds, as set forth in the document given Clerk's Receiving No. _____, are hereby adopted.

Section 2. The City Manager or his designee is authorized to submit a proposal and to accept and execute a grant award contract with the United States Department of Housing and Urban Development (HUD) for the 2012 Community Development Block Grant (CDBG) Program.

Section 3. The appropriate administrative officials of the City are hereby authorized to receive monies and to expend the same as authorized in said grant award contract.

Section 4. There shall be established at the time of execution and acceptance of said grant award contract, a project series within the Operating Grants and Donations Fund, into which all of said monies shall be deposited.

Section 5. Amending the budget for the Operating Grants and Donations Fund by appropriating additional revenues to that Fund.

Section 6. The City Manager or his designed representative shall have responsibility for the administration of said grant monies and shall have all authority necessary to enter into agreements with grant subrecipients to implement CDBG-eligible projects and programs in the amounts authorized by the City Council.

Section 7. The estimated amount and anticipated source of revenue for the grant proposal and acceptance is:

U.S. Department of Housing and Urban Development	\$523,803
Home Repair Loans Repayment Income	<u>\$100,000</u>
TOTAL	\$623,803

Section 8. Upon execution and acceptance of said grant award contract, the amounts received shall be deposited into the Operating Grants and Donations Fund and budgeted as part of the 2011-2012 Budget.

Provided, however, if the actual revenue received from the source specified in said grant award or program income from the Home Repair Loans Repayment Income Program or other sources should be more or less than the estimated amount set forth herein, the budget shall be adjusted to be equal to the amount actually received; and furthermore, any home loan repayments received in excess of the amount budgeted may be used for additional home repair loans.

Section 9. This ordinance shall take effect and be in force five (5) days after passage and legal publication.

Passed by the City Council this 7th day of November, 2011 and signed in authentication of its passage this 7th day of November, 2011.

(SEAL)


Don Davidson, DDS
Mayor

Approved as to form:

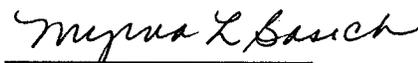
Lori M. Riordan, City Attorney

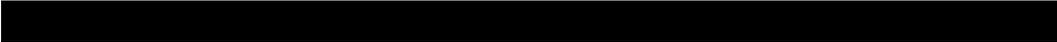


Monica A. Buck, Assistant City Attorney

Attest:

Myrna L. Basich, City Clerk





ATTACHMENT E: HOME REPAIR PROGRAM MAP

Bellevue Home Repair Program, 1986-2010

