



2021 ANNUAL ACTION PLAN

Supplement to
2020 – 2024 Consolidated Plan

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SECOND YEAR ACTION PLAN

INTRODUCTION (AP15)

The Cities of Richland, Kennewick and Pasco are entitlement communities under Title 1 of the Housing and Community Development Act of 1974. Each city is eligible to receive federal funds annually from the US Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) Program. Each city is separately responsible for planning and administering housing and community development activities within their jurisdiction, and implementing, monitoring, and reporting to HUD on the use of CDBG funds.

Richland, Kennewick and Pasco, as contiguous units of local government, entered into a Cooperative Agreement in 1995 to form the Tri-Cities HOME Consortium. The agreement was amended in 2007 to include an automatic renewal clause. At least every three years the Cooperative Agreement is re-evaluated by each city to determine continued participation in the Consortium and to propose change. The Tri-Cities HOME Consortium is eligible to receive annual federal HOME dollars from HUD under the HOME Investment Partnership Program authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act, as amended. Richland serves as the lead entity for the Tri-Cities HOME Consortium, and acts as the administrative, monitoring and reporting agency to HUD.

As each of the three cities share a common set of goals and directions for meeting the community development and affordable housing needs of lower income persons, the cities collaboratively prepared a 2020-2024 Tri-Cities Regional Consolidated Plan. The Plan provides the community with an assessment of needs and market conditions, establishes priority needs, sets goals to respond to the identified needs, and establishes outcome measures to serve as a basis for developing Annual Action Plans.

The activities proposed in the 2021 Annual Action Plan will be funded by CDBG allocations, program income, and existing unallocated funds. The City of Kennewick also has the option as an entitlement community to apply for a Section 108 Loan guarantee in an amount not to exceed five times its current year annual CDBG allocation.

If the 2021 CDBG funding is above the anticipated amount listed under “Expected Resources”, the additional funds could be applied to the installation of additional amenities in Keewaydin Park. If CDBG funding is below the anticipated amount, the shortfall in funds will be covered through the expenditure of existing unallocated previously awarded funds. Should the amount of unallocated funds not be enough to cover the shortfall, the scope of the infrastructure projects will be reduced commensurately and the Public Service project awards will each be reduced to reflect the expenditure of no more than 15% of the entitlement.

EXPECTED RESOURCES

Table 1: Expected Resources Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				Amount Available Remainder of Plan	Narrative Description
			Annual Allocation	Program Income	Prior Year Resources	Total		
CDBG	Federal	Admin/Planning Economic Development Public Improvements Public Services	\$650,000**	\$20,000	\$0 TBD at the end of 2020	\$670,000	\$0 TBD at the end of 2020	Expected funds based on 2020 award and program income projected annually over a 5-year period

Prior year resources can include the following:

- Entitlement funds from previous years that were not fully spent down due to projects coming in under budget (i.e. youth recreation scholarships that did not have as many program applicants and participants as expected or Public Works projects that received lower than anticipated bids)

Leveraging Funds and Matching Requirements (AP15)

The Cities of Richland, Kennewick and Pasco are supportive of efforts by other agencies to apply for or leverage other funding sources that might become available during the year. City staff will be available to provide written and verbal support of projects that will meet a housing and community development need as identified in the 2020-2024 Consolidated Plan, and, within staffing capacity, will assist other organizations that implement portions of the Plan to apply for funds from other local, state, or federal resources.

Each city, as a participating jurisdiction of the Consortium, must make a permanent contribution to show support of affordable housing in the community. The contribution is considered to be a match for federal HOME dollars and must be 25% of the funds drawn from the jurisdiction’s HOME Investment Trust Fund Treasury account, excluding funds identified for administering the HOME program and program income. Match obligations are satisfied by permanent non-federal investment in, or contribution to, HOME assisted or HOME eligible projects by reduction or contribution from the City’s General or other non-federal funds, reduced cost for land purchased below appraised value, reduced financing fees from lenders and appraisers, grants for affordable housing from non-federal sources, donated construction/housing materials, and volunteer labor.

ANNUAL GOALS AND OBJECTIVES

Table 2: Goals Summary

Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
Community development	2021	2021	Non-housing community development	N/A	Community & economic development	\$410,000	Public facility or infrastructure other than low/moderate-income housing benefit: persons assisted
Homeless & services	2021	2021	Non-homeless special needs	N/A	Homeless & public services	\$80,000	Public services activities other than low/moderate-income housing benefit: persons assisted

PROJECTS

Introduction (AP35)

If any additional amount of funding is required to complete the 2021 infrastructure projects, those funds will come from additional unallocated CDBG entitlement funds or Program Income.

Table 3: Project Information

Project #	Project Name
1	Infrastructure Improvements
a	COK Keewaydin Park Upgrades and ADA Accessibility Improvements
2	Public Service
a	COK Youth Recreation Scholarships
b	ARC Therapeutic Recreation Scholarships
c	Senior Life Resources Meals on Wheels
d	Elijah Family Homes Youth Activities
3	CDBG Administration

1a	Project name	COK Keewaydin Park Upgrades and ADA Accessibility Improvements
	Target area	
	Goals supported	Improve public facilities
	Needs addressed	Keewaydin Park is outdated with hazardous and non-accessible play structures for children and families. Improve access for persons with disabilities by providing accessible pathway from the parking area, to play structures, and restrooms.
	Funding	CDBG : \$410,000
	Description	Install new vandalism impervious play structures, signage, and ADA pathway. Create ADA access to play structures, restrooms, and parking.
	Location description	204 W. Keewaydin Drive
	Planned activity	See above
	Target date	October 31, 2021

	Indicator/outcome	Suitable living environment and availability/accessibility
2a	Project name	COK Youth Recreation Scholarships
	Target area	
	Goals supported	Support priority public services
	Needs addressed	Improve basic living needs of low- and moderate-income families
	Funding	CDBG: \$29,000
	Description	Support public services for youth
	Location description	Throughout the City
	Planned activity	See above
	Target date	December 31, 2021
	Indicator/outcome	Suitable Living Environment
2b	Project name	ARC Therapeutic Recreation Scholarships
	Target area	
	Goals supported	Support priority public services
	Needs addressed	Improve basic living needs of developmentally disadvantaged
	Funding	CDBG: \$24,000
	Description	Support public services for targeted population
	Location description	Throughout Tri-Cities
	Planned activity	See above
	Target date	December 31, 2021
	Indicator/outcome	Suitable living environment
2c	Project name	Meals on Wheels
	Target area	
	Goals supported	Support priority public services
	Needs addressed	Improve basic living needs of the elderly
	Funding	CDBG: \$24,000
	Description	Support public services for the elderly
	Location description	Senior Center onsite dining room and delivery service the homebound seniors. During continued "Stay Home" orders, delivery and drive-thru meals are priority over onsite dining.
	Planned activity	See above
	Target date	December 31, 2021
	Indicator/outcome	Suitable living environment
2d	Project name	Elijah Family Home Youth Program
	Target area	
	Goals supported	Support priority public services
	Needs addressed	Improve basic living needs of low- and moderate-income families
	Funding	CDBG: \$3,000
	Description	Support public services for youth
	Location description	Kennewick residents of Elijah Homes, Zoom or in-person. Provide scholarships to students in Elijah Homes for after school/out of school programs.
	Planned activity	See above
	Target date	December 31, 2021
	Indicator/outcome	Suitable living environment
3	Project name	CDBG Administration
	Target area	
	Goals supported	Increase and preserve affordable housing choices, community neighborhood & economic development, homeless intervention & prevention, and supportive

	services.
Needs addressed	Suitable living environment and create economic opportunity and improve accessibility
Funding	CDBG: \$130,000 (not to exceed 20% of entitlement)
Description	Administration
Location description	210 W. 6 th Ave.
Planned activity	Administer, plan and deliver community development programs to ensure compliance and success of programs to benefit low and moderate income people
Target date	December 31, 2021
Indicator/outcome	N/A

Allocation Priorities and Barriers (AP35)

Funding priorities are consistent with those stated in the Strategic Plan. The City of Kennewick intends to maximize the use of limited resources to ensure the highest benefit within the capacity to administer the program. Reduced funds have increased the challenge. Given the limited capacity, bricks and mortar projects resulting in visual physical improvements are important when those projects reduce barriers for physically impaired persons; result in the acquisition, construction or improvement to public facilities; and/or, result in neighborhood preservation and revitalization. High priority is also placed on projects that would result in enhancing the economic opportunities of residents.

The City likewise places a priority on bricks and mortar projects that result in the creation or preservation of housing for the elderly or populations with special needs. The City also funds social services to address community needs including projects to assist seniors or populations with special needs and disadvantaged youth.

Whenever feasible, projects that leverage additional funds and/or are coordinated with community partners are emphasized and given priority. The City does not anticipate obstacles to meeting the underserved needs addressed in the projects (within the anticipated funding levels).

GEOGRAPHIC DISTRIBUTION (AP50)

All of the City's infrastructure improvements are located in low and moderate-income areas as defined by Census Tracts. Low and moderate-income Public Service projects are located throughout the City.

AFFORDABLE HOUSING

Introduction (AP55)

In 2021, HOME goals are included in reporting by the City of Richland, the HOME lead.

A goal of the three Cities is to provide decent affordable housing for its residents. To support this effort each city has programs to address this need. The following provides a general overview of the types of programs and projects that supports this effort.

- HOME – Down Payment Assistance Program. Each City provides a down payment program, providing funds for low and moderate income first time homebuyers.
- HOME – CHDO. Support efforts of a CHDO to develop single-family homeownership units.
- HOME – TBRA. The Consortium has created a Tenant Based Rental Assistance Program to support affordable housing. Using a subrecipient, the Consortium provides HOME funds to assist tenants with rent and utilities.

PUBLIC HOUSING

Actions to Support Public Housing Needs (AP60)

The City of Kennewick will help address the needs of public housing and activities in 2021 by continuing to work closely with and supporting efforts of the Kennewick Housing Authority. The City and Authority will continue to coordinate housing activities throughout the City.

There are a variety of assisted affordable housing options available in the Tri-Cities. HUD and the State of Washington (Washington State Housing Trust Funds and Washington State Housing Finance Commission Tax Credits) subsidized housing programs have generated an inventory of housing; the majority of those are family units.

Actions to Encourage Residents (AP60)

The Kennewick Housing Authority (KHA) Governing Board includes one position designated as a Resident-Assisted Commissioner. The position is currently vacant but is being advertised to be filled. Public Housing residents are encouraged to attend Resident Council meetings to discuss how to become more self-sufficient. The meetings are temporarily curtailed due to COVID-19 social distancing requirements, however the KHA is exploring hosting “Meet and Greet” remote call-in sessions for residents. KHA also periodically provides information via notices to all residents.

The Kennewick Housing Authority encourages Section 8 participants to get their “Ducks in a Row for Housing Choice Voucher Homeownership”. This program provides an opportunity to utilize their rental assistance payment for homeownership; however due to COVID-19, many participants are not actively shopping for homes. KHA’s lobby is closed, but lease up and rental assistance continue with most services being provided remotely or by individual appointment in order to adhere to the Governor’s Proclamations during the pandemic in order to keep everyone as safe as possible.

HOMELESS AND OTHER SPECIAL NEEDS ACTIVITIES (AP65)

The three cities will continue to be involved in the Benton Franklin Human Services planning efforts. The BFHS developed a plan for the homeless with the express purpose of giving nonprofit and government agency providers a “road map” of actions to follow to reduce homelessness in Benton and Franklin Counties. The plan is a concerted effort by numerous agencies, including the three cities, to develop a common understanding of the needs of the homeless and to agree upon a coordinated plan to improve services and housing for homeless. The goal of the plan is to move homeless individuals and families through a continuum of housing and supportive services leading them to permanent housing with the highest level of self-sufficiency they can achieve.

Assessing Individual Needs (AP65)

Richland, Kennewick and Pasco will continue to encourage cooperation in sharing information to identify existing resources that might be available to meet the needs of the homeless, or those at risk of becoming homeless. Staff from the City will also participate, if available, and support the annual Point-in-Time Count in Benton and Franklin counties scheduled for January 2021.

Addressing Emergency Shelter and Transitional Housing Needs (AP65)

Emergency Solutions Grant funds are not directly administered by the Continuum of Care. However, the Continuum consults on funding decisions. The cities do not address emergency shelter and transitional housing needs of homeless, except through their involvement with Benton Franklin Community Action Committee (BFCAC) and Benton Franklin Human Services. The three cities do not receive ESG funds but will continue to support the development of homeless housing through community resources such as, potentially, the HOME program and 2060 and 2163 Recording Fee resources, as they have in the past.

Transitions to Permanent Housing and Homeless Prevention (AP65)

Kennewick purchased and rehabilitated a two-story 4-bedroom home to serve as transitional housing for homeless veterans. This facility has been in operation since 2010 and has housed many individuals for varying lengths of time. The facility is run by the Columbia Basin Veterans Coalition.

In 2010, the City purchased and rehabilitated a 4-plex to serve as transitional housing. Two of the units are used for housing victims of domestic violence and the other two are used for housing families recovering from substance abuse. The facility is jointly run by Domestic Violence Services of Benton and Franklin Counties and Elijah Family Homes.

Assistance with Discharge Housing and services (AP65)

Except for involvement with BFCAC, the three Cities do not provide assistance to those being discharged from publicly funded institutions or receiving assistance from public or private agencies.

BARRIERS TO AFFORDABLE HOUSING (AP75)

The purchase price and downpayment of a home generally serves as a significant barrier to affordable homeownership opportunities, particularly for lower income households. Local HUD-funded housing programs provide affordable housing opportunities for lower-income households by financing down payment assistance. Affordable housing opportunities are also available through programs for minor home repairs and weatherization upgrades to existing homes, decreasing energy costs for low-income households.

All three cities encourage infill development to preserve older neighborhoods, and support increase of housing densities in areas where adequate public facilities and services (police and fire protection, schools, water, sewer, and drainage) are in place or can easily be provided.

OTHER ACTIONS (AP85)

Because of the layout of the Tri-Cities, Benton and Franklin Counties are taking a regional approach for addressing obstacles to underserved needs. One of the challenges to meeting underserved needs by any one group is the lack of staff capacity, financial resources, and supportive services necessary to address all needs. The City attends, supports, and is an active member of Continuum of Care, an organization comprised of local non-profit, housing, public service, correctional, and government agencies throughout Benton and Franklin counties. By maintaining open communication, collaboration, and partnering efforts among all groups, and reducing duplication of effort, more needs of lower income people can be met.

Actions to Meet Underserved Needs (AP85)

Decent housing can be made available to those below 30% median income by joining forces with community advocates such as Benton Franklin Community Action Committee and the Department of Human Services to provide affordable housing for this underserved population. Typical projects to meet this goal would be family shelter, domestic violence shelter, developmentally disabled and chronically mentally disabled housing, elderly housing, migrant farmworker housing, homeless prevention rapid rehousing programs, and state and local housing trust funds. The City supports the efforts of local non-profit agencies to meet needs of underserved populations.

Actions toward Affordable Housing (AP85)

The City will continue to support the efforts of various nonprofit agencies, housing authorities and CHDO's to provide affordable housing opportunities for special needs populations. City staff will be available to assist in identifying potential funding sources and provide technical assistance within staff capacity, and will remain receptive to forming partnerships with other entities to assure vulnerable

populations are able to reside in decent, safe housing.

Actions to Reduce Lead-Based Paint Hazards (AP85)

The City will undertake the following actions in program years 2020-2024 to increase community awareness of lead based paint and its hazards. The City will provide education on lead based paint including information on Safe Work Practices, actions to take when rehabbing or remodeling a home, and steps to take if exposure to lead hazards is suspected.

The pamphlets “Renovate Right” and “Protect Your Family from Lead in Your Home” published by Washington Department of Commerce and Environmental Protection Agency (EPA) will be distributed to all potential housing clients, and be available via online links from the City’s website.

Actions to Reduce Number of Poverty-Level Families (AP85)

Several activities may be undertaken to decrease cost-burdens for lower income people such as the various housing programs offered by the City and the Tri-Cities HOME Consortium. The City supports economic development projects that create jobs or provide education or training to enable people to become self-sufficient and have an opportunity to work at living wage jobs. Targeted revitalization of neighborhoods should increase the ability to impact the lives of lower income residents who reside there, and promote these areas as a desirable place to live with connectivity to other desirable neighborhoods.

Actions to Develop Institutional Structure (AP85)

The City will pursue various activities outlined in the 2020-2024 Consolidated Plan to strengthen and coordinate actions with housing, nonprofit, and economic development agencies. Staff will continue to participate in the Continuum of Care Task Force to assist in the coordination of government agencies, nonprofit organizations, housing developers, social service providers, and Continuum of Care providers to meet the needs of the homeless. Kennewick staff will participate in the Point-in-Time Count of the homeless, used to measure community trends. The City will, within staff capacity, continue to encourage and support joint applications for resources and programs among housing and service providers.

Actions to Enhance Coordination (AP85)

The City supports efforts by other agencies to apply for, or leverage other funding sources that might become available during the year. City staff will be available to provide written and verbal support of projects that meet a Housing and Community Development need as identified in the 2020-2024 Consolidated Plan, and will assist other organizations to apply for funds from other local, state or federal resources within staff capacity.