



King County

Urban Consortium Joint Recommendations Committee

Meeting Materials for Thursday, May 25th 2017

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Item	Info
Agenda	Agenda for May 2017 JRC Meeting
Attachment A	Draft March 2017 Minutes Placeholder
Attachment A.1	Summary Notes April 2017 JRC Meeting
Attachment B	CDBG Capital Funding for ARCH
Attachment C.1	CDBG Project Timeliness List
Attachment C.2	HOME Project Timeliness List
Attachment D	Estimated CDBG Entitlement for 2018
Attachment E	ICA Workgroup: April Summary

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King County
JRC Members

Ken Hearing
Mayor North Bend
Sound Cities
Association, Chair

De'Sean Quinn
Tukwila,
Councilmember
Sound Cities
Association,
Vice Chair

Dan Grausz
Mercer Island
Councilmember
Sound Cities
Association

Pam Fernald
SeaTac,
Councilmember
Sound Cities
Association

Mark Ellerbrook
King County,
Regional HCD
Program Manager

Gary Prince
King County,
DOT, TOD Program
Manager

John Starbard
King County, DPER
Director

Leslie Miller
Kirkland
Human Services
Coordinator

Rob Beem
Shoreline
Community Services
Manager

Dan Stroh
Bellevue
Planning Director

Merina Hansen
Kent,
Housing & Human
Services. Manager

Laurie Olson
Lending Manager,
Seattle Office of
Housing,

Agenda

JOINT RECOMMENDATIONS COMMITTEE (JRC) MEETING

Thursday, May 25, 2017
9:30 AM - 11:30 AM
Renton South Treatment Plant

- I. Welcome and Introductions**
Chair, Mayor Ken Hearing
- II. March 23, 2017 Meeting Minutes** 5 Min
Attachment A, Action Item
Attachment A.1, Info Item RE April 27, 2017 Teleconference
- III. ARCH Competitive Process Affordable Housing for N/E Sub-region CDBG** 15 Min
Attachment B, Info Item – All
Jackie Moynahan, HCD Capital Project Program Manager
- IV. Timely Expenditure: Prior Year CDBG and/or HOME Projects** 15 Min
Attachment C and C.1, Project Status Matrix, Info Item – All
Kathy Tremper, HCD Community Development Coordinator
- VI. 2018 Program Planning: CDBG/HOME Budget Review** 15 Min
Attachment D, 2018, Estimated Entitlement Funds, Info Item – All
Kathy Tremper, HCD Community Development Coordinator
- VII. Round Table Discussion / Other Items**
 - 2018-2020 Interlocal Cooperation Agreement – Update
Attachment E, ICA Work Group Summary
 - Update to Housing Finance Program Guidelines
 - Skype Meeting Approach
 - Legislative Agenda Update

ADJOURN

Next Meeting: September 28, 2017 9:30 AM - 11:30 AM

Location: South Renton Treatment Plant, Renton WA

<http://www.kingcounty.gov/depts/community-human-services/housing/consortium.aspx>

Attachment A: Placeholder Note:

The Joint Recommendations Committee March 2017 Meeting Minutes are under review and being processed. They will soon be added to this information packet. Please check back soon.

King County Housing and Community Development

JOINT RECOMMENDATIONS COMMITTEE MEETING
Thursday, April 27, 2017
9:30 a.m. – 11:00 a.m.
Teleconference

Members Present:

Ken Hearing, Mayor, City of North Bend, JRC Chair (Sound Cities Association)
De'Sean Quinn, Councilmember, City of Tukwila, JRC Vice-Chair (Sound Cities Association)
Dan Grausz, Councilmember, City of Mercer Island (Sound Cities Association)
Pam Fernald, Councilmember, City of SeaTac (Sound Cities Association)
Leslie Miller, Human Services Administrator, City of Kirkland Parks and Community Services
Rob Beem, Community Services manager, City of Shoreline
Merina Hanson, Housing and Human Services Manager, City of Kent
Jeff Watson, Community Services Manager, City of Federal Way (Alternate)
Gary Prince, Transit Oriented Development Manager, King County Department of Transportation
Mark Ellerbrook for Josephine Wong, Deputy Director, King County Department of Community and Human Services (DCHS)
Laurie Olson for Steve Walker, Director, Office of Housing, City of Seattle

Members Not Present:

John Starbard, Director, King County Department of Permitting and Environmental Review
Dan Stroh, Planning Director, City of Bellevue

King County Staff:

Kathy Tremper, Coordinator, Housing and Community Development (HCD), DCHS
Jackie Moynahan, Capital Programs Manager, HCD, DCHS
Clark Fulmer, Housing Repair Program Coordinator, HCD, DCHS
Valerie Kendall, Project/Program Manager III, HCD, DCHS
Elaine Goddard, Administrative Staff Assistant, DCHS

Guests:

Colleen Brandt-Schluter, City of SeaTac
Ellie Wilson Jones, Sound Cities

I. Welcome and Introductions

Mayor Ken Hearing, Committee Chair opened the meeting at 9:35 a.m. He welcomed guests and did a roll-call of attendees.

II. Review March 23, 2017 Meeting Minutes
Attachment A – Action Item, All

It was agreed to defer approving the March 23, 2017, JRC Meeting minutes until the May 25, 2017, JRC Meeting.

**III. 2018 – 2020 Interlocal Cooperation Agreement Update
Attachment B – Information Item, All**

Kathy Tremper reported on the discussion and agreements made at the Interlocal Cooperation Agreement Work Group meeting that occurred on April 20, 2017. The group discussed the topic of equity vs equality and agreed on a common understanding when discussing the need for equity in the context of the agreement. The work group also looked at the current fund distribution and after discussion determined that it did not need any significant changes, except for a change to the Housing Repair allocation being raised from 20% to 25%. The group also discussed the geographic equity of the Housing Repair Program's delivery. It was agreed that better standardized data needs to be developed to determine whether equity is being attained. The group also agreed that better marketing needs to be conducted in areas where the services are not being utilized. Standardized data will be reviewed over the three year agreement to determine whether any other changes are needed. The group will also be reviewing administrative costs at a future date.

The Work Group agreed to do outreach to their respective cities they represent regarding this concept and to determine what information should be gathered on a regular basis that would demonstrate whether funding is meeting the needs of the consortium. The work group will gather again in June to continue this discussion.

IV. Round Table Discussion

- **Housing Repair Program – First Quarter 2017 Update
Attachment C and D – Information Item, All**

There were no questions related to the report submitted. Clark Fulmer gave a brief report of the Housing Repair Program's outlook for the year. There is a lot of interest and activity. Based on current applications the 2016 CDBG and HOME funding is expected to run out before the 2017 entitlement is received. The 2017 funding may not be available until August or September.

- **2018 CDBG Capital RFP – Pre Applications
Attachment E, Information Item, All**

Kathy Tremper reported that 16 projects have been submitted for pre-applications. Two are from the North/East Sub-region and 14 are from the South Sub-region. Once again, the North/East Region has allocated a set-aside to ARCH for housing. The award process is expected to be very competitive. Kathy is scheduling technical assistance workshops for all Pre-Applicants to go over their projects and explain the federal criteria that will help them address compliance issues in their applications.

- **ARCH Competitive Process for Affordable Housing for N/E Sub region CDBG
Information Item, All**

Kathy Tremper reported that ARCH was unable to find an appropriate project for their 2017 funding, and will be combining their 2017 and 2018 allocations to fund projects this year. Kathy has reminded them that they must allocate 2017 CDBG funds by May 2018.

- **Announcement**

Mark Ellerbrook will be replacing Josephine Wong as King County, Department of Community and Human Services Representative to the JRC. Jackie Moynahan will be the new King County Staff Lead to the JRC.

Meeting Adjourned at 10:15 a.m.

CDBG Capital Funding For Housing Through ARCH

Issue: ARCH desires the ability to hold distribution of 2017 CDBG funds and combine them with 2018 allocation process.

Background: East King County (EKC) jurisdictions have had a long history of using CDBG funds for affordable housing. Prior to establishing the sub-regional pool system, the countywide process essentially set aside a portion of CDBG funds for a number of jurisdictions to determine how to allocate. The members of ARCH that were part of that process (Bothell, Issaquah, Kirkland, Mercer Island, Redmond), often allocated all or most of their CDBG funds to affordable housing, which were then allocated to individual projects through the ARCH application process. At that time, King County also used to set-aside a portion of the countywide pool of CDBG funds for affordable housing, which they similarly allocated through the King County affordable housing funding application process. At the time of the creation of the subregional pool the ARCH members expressed interest in continuing to use a significant portion of CDBG funds attributable to their area for affordable housing. That process resulted in the 40% set-aside for affordable housing from the N/E King County sub-regional pool. The County also stated that if any CDBG funds were set aside for affordable housing, it should be allocated through the same process as other funds for affordable housing, i.e. continuing the past practice.

The ARCH application process runs concurrently with that of other funders including Seattle, King County and Commerce. These funders use a common application specific to housing. Notice of funding availability goes out in July. Applications are due in September, and are reviewed at several levels including reviews by ARCH and member jurisdictions' housing, planning and human services staff (includes KC staff). The ARCH Citizen Advisory Board (CAB), residents of member jurisdictions including those with specialized knowledge around housing and community development, uses input from local staff in forming a funding recommendation to the ARCH Executive Board (chief executives or their assigns for ARCH-member jurisdictions). The Executive Board considers the CAB recommendation and uses it to make a recommendation for funding projects to member jurisdictions' Councils. That recommendation is generally made mid-December, and member Councils vote on the allocations to projects typically between January and March of the following year.

ARCH will continue using this process to allocate CDBG for EKC Housing. For CDBG funds, that process includes ARCH staff consulting with King County and City CDCG staff regarding what might be appropriate uses for CDBG funds. Ultimately ARCH and HCD staff provide the JRC with a briefing regarding the proposed project(s), the eligibility and national objective that it meets and use of the federal North/East Sub-region CDBG entitlement funds for its consideration and approval.

For the 2016 fall funding round, ARCH was aware that the Women and Family Shelter in Kirkland was on the horizon and it seemed to be a particularly good fit for CDBG funding (regional facility; shelter is categorized by HUD as a community facility so can use CDBG funds for a wider range of costs). In addition, no other project in the 2016 funding round could use CDBG funding efficiently. During the application round, ARCH staff consulted with County staff regarding how to approach the CDBG funds, including the idea to combine the 2017 and 2018 CDBG funds reserved for housing into the 2017 ARCH application round in anticipation of an application from the women and family shelter at that time. Consensus was that this approach seemed to make the most sense and most consistent with CDBG criteria.

JRC Options: NA at this time.

CD Section Non-Housing Capital Projects										
Year and Type of Funds	Project Title	Funding Jurisdiction	Project Type	Budget Amount	Balance	Status	Contract End Date	Proposed New Project End Date	Main Reason For Delay	
2015 CDBG	Des Moines Pacific Park Renovation	South	Park	\$395,000	\$340,226	Bid let; set for pre-construction conference late May.	15-Nov-17	No Change	Design elements Environmental	
2016 CDBG	North Bend Way ADA Improvements	North/East Sub-region	Public Infrastructure	\$341,120	\$341,120	Pre-Construction Conference 6/1/2017	15-Nov-17	No Change	Delayed HUD Agreement.	
2016 CDBG	SeaTac Riverton Heights Park	South	Park	\$225,000	\$191,170	Construction underway. Completion slated prior to July, 2017.	15-Nov-17	No Change	Weather	
2016 CDBG	DAWN Shelter Rehab	South	Community Facility	\$60,000	\$60,000	Construction underway. Completion slated prior to May 31, 2017	31-May-17	Need to extend contract for labor compliance finalization	Weather	
2016 CDBG	Tukwila Minor Home Repair	South	Repair	\$135,000	\$107,770	Program underway	31-Oct-17	No Change	Delayed HUD Agreement	
2016 CDBG	30 Bellevue	North/East - County	Housing	\$212,892	\$212,892	Not Yet Under Contract				
				\$1,369,012	\$1,253,178					

Consortium City Only Fund Consortium -\$5,056,711	Detail noted above.	Entitlement Ratio=1.5	\$5,056,711	\$1,253,178	Consortium City Timeliness Ratio	Ratio
						24.78%

Joint Agreement City

Year of Funds	Project Title	Funding Jurisdiction	Project Type	Budget Amount	Balance	Status	Ratio	
Kirkland - \$448,372							Kirkland Timeliness Ratio	Ratio
	Kirkland Recapture	Kirkland 2016	Admin	\$27,686	\$27,686	Recapture	26.96%	
2015	30 Bellevue	Kirkland 2015	Housing	\$25,107	\$25,107	Not Yet Under Contract		
2016	30 Bellevue	Kirkland 2016	Housing	\$128,533	\$128,533	Not Yet Under Contract		
				\$181,326	\$181,326			
Redmond - \$360,280							Redmond Timeliness Ratio	Ratio
2016	30 Bellevue	Redmond 2016	Housing	\$103,280	\$103,280	Not Yet Under Contract	28.67%	
				\$103,280	\$103,280			
Shoreline - \$434,205							Shoreline Timeliness Ratio	Ratio
2015	Shoreline Compass at Ronal Commons	Shoreline 2016	Housing	\$98,000	\$33,884	Construction complete; retainage remaining; leasing up.	7.80%	
				\$33,884				
Renton - \$946,999							Renton Timeliness Ratio	Ratio
2015	Renton Downtown Commercial Façade	Renton 2015	Economic Develop.	\$225,752	\$225,752	Construction underway on two facades		
2015	Renton Senior Ctr ADA Improvements	Renton 2015	Community	\$40,000	\$40,000	Desing 90% complete; anticipate July/August		
2016	Renton CDBG Recapture	Renton Recap 2016	Unallocated	\$26,752	\$26,752	Recapture available for projects		
2016	Renton Downtown Commercial Façade	Renton 2016	Economic Develop.	\$362,408	\$362,408	Program taking applications.		
				\$654,912				

Consortium Overall CDBG Timeliness Ratio	Entitlement Ratio=1.5	\$7,738,453	\$2,226,580	Ratio
				0.288

Housing - Affordable Housing Capital

Year of Funds CDBG	Project Title	Funding	Project Type	Budget	Balance	Status	Contract End Date	Proposed New	Main Reason For Delay
2014 CDBG	Providence Redmond Senior Housing	N/E Subregion City	Housing	\$20,757	\$0	Construction completed; leasing up - folks moving in		1-Jul-17	
2014 CDBG	KCHA Patricia Harris Manor Rehabilitation a/k/a Chaussee Preservation	NE Subregion City of Redmond and	Housing	\$334,749	\$0	Project Complete			
2015 CDBG	Parkview Services - Parkview XI	Kirkland/Redmond	Housing	\$127,384	\$0	Project Complete			

Attachment C.2 HOME Timeliness Report April 28, 2016
Housing - Affordable Housing Capital Projects

Attachment C.2

Year of Funds	Project Title	Funding Jurisdiction	Project Type	Budget Amount	Balance	Status
Pre-2014 - 2015	Compass Housing Alliance - Compass at Ronald Commons	King County	Housing	\$1,441,321	\$0	Opened; leasing up
2014	Valley Cities Phoenix Rising	King County	Housing	\$1,460,000	\$0	Fully occupied
2014 - 2016	Providence Redmond Senior Housing - John Gabriel House	King County	Housing	\$1,500,000	\$120,206	Under construction - expected completion June 2017
2014 - 2016	Red Vines Totem Lake - Athene	King County	Housing	\$1,700,000	\$0	Estimated construction completion 10-31-2017; funding budget amount includes CHDO; HOME fully expended.
2015 - 2016	Renton Housing Authority - Sunset Court	King County	Housing	\$1,800,000	\$1,800,000	not yet contracted - within next 30 days
2016	Habitat for Humanity - Sammamish	King County	Housing	\$350,000	\$350,000	not yet contracted - within next 30 days
2016	HomeSight GreenBridge	King County	Housing	\$210,000	\$210,000	under construction via KCHA then will expend.
2016 - 2017	Imagine Housing - 30 Bellevue	King County	Housing	\$311,333	\$311,333	not yet contracted; budget amount includes CHDO; negotiating contract - will be under construction by Fall 2017.
				\$8,772,654	\$4,233,734	

A) CDBG Waterfall
CDBG - 2018 Estimates (1)

Date:5/17/2017

Resources

	Entitlement	2017 Program Income	Total Available	*Recaptured Funds	Total Available with Recapture	Verification Column
Reg. Consortium	3,371,141	0	3,371,141	0	3,371,141	
Kirkland	298,915	0	298,915	0	298,915	
Redmond	240,187	0	240,187	0	240,187	
Renton	631,333	0	631,333	0	631,333	
Shoreline	289,470	0	289,470	0	289,470	
2016 Funds Available	4,831,046	0	4,831,046	0	4,831,046	4,831,046
Total PI and Entitlement		4,831,046				
Admin 20% Ceiling =	966,209				4,831,046	
Human Service 15% Ceiling = PI+ENT	724,657					

Distribution

1. Planning and Admin		20% of (CDBG Entitlement):	\$966,209	Total	
Reg. Consortium Cities	674,228			674,228	
	Consortium Share JAC = 10%	Joint Agmt Only = 10%			
Kirkland = 20%	29,892	29,892		59,783	
Redmond = 20%	24,019	24,019		48,037	
Renton = 20%	63,133	63,133		126,267	
Shoreline = 20%	28,947	28,947		57,894	
	145,991	+	145,991	291,981	
Total Administration:				966,209	966,209
2. Human Services		15% of (CDBG Entitlement + 2016 PI):	\$724,657		
a) Joint Agreement City contribution to HSP					
Kirkland = 5%	14,946				
Redmond = 5%	12,009				
Renton = 5%	31,567				
Shoreline = 5%	14,474				
	72,995			72,995	
b) Joint Agreement Cities Human Services					
Kirkland = 10%		29,892			
Redmond = 10%		24,019			
Renton = 10%		63,133			
Shoreline = 10%		28,947			
		145,991		145,991	
SubTotal				218,986	
		Total Remaining		505,671	
c) Reg. Consortium Cities Shelter Allocation (Frozen)		180,000		325,671	
d) Remaining Consortium Human Services Funds:					
50% Reg Consortium's contribution to HSP	162,836				
50% remaining for Diversion	162,836				
N/E .32%		52,107		52,107	
South .68%		110,728		110,728	
		Total Human Services		724,657	724,657
3. Housing Repair		25% of (CDBG Entitlement):	\$1,207,762		
Reg. Consortium Cities of KC PI=Ent.	842,785			842,785	
Kirkland = 25%		74,729		74,729	
Redmond = 25%		60,047		60,047	
Renton = 25%		157,833		157,833	
Shoreline = 25%		72,368		72,368	
		Total HRP		1,207,762	1,207,762
4. Section 108 Greenbridge Repayment					
Reg. Consortium Cities	174,369			174,369	174,369
5. Capital Distribution (Balance of Funds):					
a.) Capital Implementation (C14241)					
Capital Activity Delivery				250,947	
Kirkland = 2%		5,978			
Redmond = 2%		4,804			
Renton = 2%		12,627			
Shoreline = 2%		5,789			
		29,198		29,198	
Balance to Reg. Consortium Cities =				221,749	
				250,947	250,947
b.) Joint Agreement City Capital Func					
	Recapture	Entitlement + PI	Total		
Kirkland	0	113,587	113,587		0
Redmond	0	91,271	91,271		0 Recapture
Renton	0	239,906	239,906		0 HS
Shoreline	0	109,998	109,998		0
		554,762	554,762	554,762	952,340 Remaining
c.) Consortium Capital Funds					
	Recapture	Entitlement + PI	Total		
	0	952,340	952,340	952,340	0
Total N/E Sub Region .317%	301,892				
N/E Housing Capital - 40%	120,757				
N/E Other Capital - 60%	181,135				
South Sub Region .683%	650,448			952,340	952,340
		Total		952,340	0 Remaining Contingency
Total - Distribution				4,831,046	4,831,046



King County
ICA Work
Group Members

Bethany
Wolbrecht-Dunn
City of Shoreline

Dianne Utecht
City of Renton

Dee Dee
Catalano
City of Bellevue

Jeff Watson
City of Federal Way

Dan Grausz
*City of Mercer
Island*

Colleen Brandt-
Schluter
City of SeaTac

Alana McCoy
City of Duvall

Chris Pasinetti
City of Enumclaw

Alan Painter
*Unincorporated King
County*

Interlocal Cooperation Agreement (ICA) Work Group MEETING

Thursday, April 20, 2017

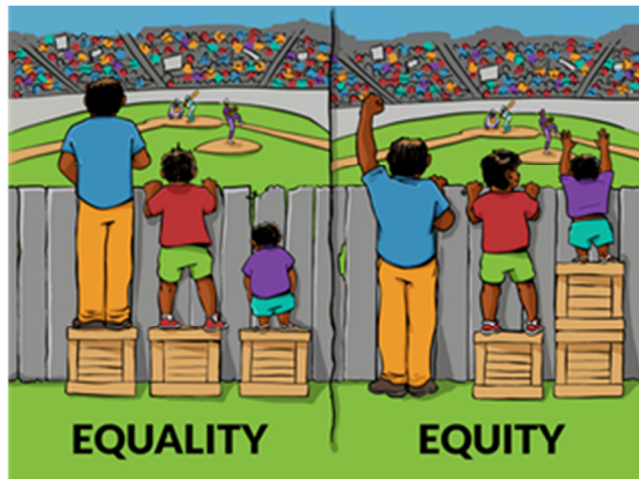
11:00 AM - 1:00 PM

**South Renton Treatment Plant Admin Building
1200 Monster Road S.W., Renton, WA 98057**

I. Welcome - all members present

II. Discussion Topic – Equality _ Equity

There was agreement upon common understanding of the terms in context of the King County Consortium. This is visually demonstrated by the picture of the children looking over the fence on the right side.



- Fund distribution - After a full discussion, everyone expressed satisfaction with the existing distribution of funds per the current ICA noting only the concerns that were expressed by some of the Joint Agreement City members regarding the housing repair program.
 - Housing Repair Program – there was a robust discussion concerning the program delivery. A suggestion was made that the cities should collaborate and coordinate with the County on marketing as well as decide what data needs to be available for review over the course of the next three years. A standardized report will be created and used to monitor progress of the program based on the data. If any disparity is revealed, actions will be taken to address the matter(s). A poll taken regarding this approach and an unanimous thumbs up was demonstrated by the ICA Work Group members.
 - Availability of data: the group decided that for a homework assignment, members would have conversations with their respective parties to discuss what information would be helpful for monitoring to demonstrate the money is following the needs for the consortium and the equality for the Joint Agreement Cities.

III. Identify Next Meeting Date/Time - Homework Assignment(s)

Kathy will poll the group and find the earliest Thursday morning that works for all members.

ADJOURNED: 1:05 p.m.

Next Meeting:

th, 2017 11:00 – 1:00

Location: South Renton Treatment Plant, Renton WA

<http://www.kingcounty.gov/depts/community-human-services/housing/consortium.aspx>