

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan.

91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

This Consolidated Annual Evaluation and Report (CAPER) summarizes the progress made in carrying out specific objectives and priorities identified in the Consolidated Plan of the Skagit County Consortium covering program years 2018 – 2022, and the 2022-2023 Annual Action Plan. The Consolidated Plan identified needs, established goals, and defined strategies. The City's CDBG efforts are reported with the Consolidated Plan of the Skagit County Consortium and its regional service area for use of other federal funding for housing-related strategies.

The CPS provides an outline of the City's vision for developing viable communities by pursuing the objectives and goals for low- and moderate-income individuals and families as defined each year in the Annual Action Plan. The City of Mt. Vernon advanced the following goals during the 2022 program year: increasing the supply of affordable owner-occupied housing and supportive rental housing, maintaining affordable housing stock, supporting efforts to reduce poverty and provide services for people who are low-income, supporting public facilities to revitalize the Downtown neighborhood, and responding to the Covid-19 pandemic with subsistence payments for Covid-19 impacted households and microenterprise assistance for Covid-19 impacted CDBG-eligible microenterprises. The funded projects to achieve these goals were selected based on consultation with local agencies and in response to the countywide Continuum of Care Plan and the Skagit County Consortium Consolidated Plan process.

CDBG funds were allocated to provide public services to city residents through partnership with the Community Action Agency of Skagit County (CASC). Funds were allocated through Skagit Habitat for Humanity to provide homeownership assistance to CDBG-eligible homebuyers. CDBG funds were used for property renovation of Barbara's House for an affordable housing project with Friendship House. The City allocated CDBG for microenterprise assistance for CDBG-eligible businesses in downtown Mount Vernon; and prior year funding to the Catholic Housing Services created rental housing for homelessness individuals and families. The City continued making payments on a CDBG Section 108 loan the City received to help revitalization of one of its highest concentration low-income neighborhoods – the downtown area (Census Tract 9525, especially block group 3).

In addition, the City continued to spend CARES Act CDBG-CV1 and -CV3 funding to prevent, prepare for, and respond to the Covid-19 pandemic with additional activities: (1) Microenterprise assistance activities: The Economic Development Alliance of Skagit County assisted the City with implementation of CDBG microenterprise assistance activities that directly benefit Mount Vernon businesses that have suffered a loss of income as a result of the COVID-19 disaster and qualify as CDVG-eligible microenterprises (no more than five employees with an owner whose household income is at or below 80 percent of the area median

income); (2) Direct emergency payments for rent, utilities, public services: Community Action of Skagit County will assist the City with the distribution of direct emergency payments for rent and utility costs on behalf of CDBG-eligible households whose loss of income causes an imminent risk of homelessness; and (3) acquisition of emergency shelter modules called Pallet Shelters that are being used as temporary emergency shelter for people experiencing homelessness and impacted by COVID-19.

DRAFT

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Administration and planning	Administration and Planning	CDBG: \$340,415	Other	Other	1	1	100.00%	1	1	100.00%
Increase supply affordable owner-occupied housing	Affordable Housing	CDBG: \$500,000	Homeowner Housing Added	Household Housing Unit	0	0				
Increase supply affordable owner-occupied housing	Affordable Housing	CDBG: \$	Direct Financial Assistance to Homebuyers	Households Assisted	0	0				
Increase supply of affordable rental housing	Affordable Housing	CDBG: \$323,659	Rental units constructed	Household Housing Unit	100	0	70.00%	0	68	100.00%
Increase supply of affordable rental housing	Affordable Housing	CDBG: \$	Other	Other	0	0				
Maintain affordable housing stock	Affordable Housing	CDBG: \$	Rental units rehabilitated	Household Housing Unit	0	0				

Microenterprise Assistance Activities	Non-Housing Community Development		Businesses assisted	Businesses Assisted	8	1	12.50%			
Support public facilities for revitalization	Non-Housing Community Development	CDBG: \$538,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	3000	1	100.00%	3000	1	100%
Support public facilities for revitalization	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted						
Supportive efforts to reduce poverty	Non-Homeless Special Needs	CDBG: \$300,366	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted				1200	7857	100%
Supportive efforts to reduce poverty	Non-Homeless Special Needs	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The CDBG funds were used to address the priorities and specific objectives identified in the 2018-2022 Consolidated Plan and 2022-2023 Annual Action Plan. Even though the expectations were higher than some of the actual accomplishments, substantial progress towards meeting the priorities was made. Affordable Housing, Public Facilities, Public Services, and Microenterprise Assistance were identified as high priorities.

During the 2020 program year, to increase the supply of affordable rental housing, the City of Mount Vernon CDBG funds were offered to Friendship House for the purpose of renovating their homeless shelter. Although the project has been delayed, progress is being made toward the acquisition of property to serve people experiencing homelessness. It is anticipated that the project will be completed during the 2023-2024 program year.

Another high priority goal is the follow-through on support for revitalization of Downtown Mount Vernon by investing in the construction of a floodwall to protect and bring more private investment into one of the City’s (low- to moderate-income (LMI) neighborhoods. All three phases of the floodwall project have now been completed, and the City will continue to make annual payments on the Section 108 loan from its annual CDBG award.

Increasing the supply of affordable owner-occupied housing will result in funding for homeownership assistance activities proposed by Skagit Habitat for Humanity, with homebuyer assistance to be combined with other sources of funding and sweat equity to make monthly housing costs affordable for LMI homebuyers in Mount Vernon. Skagit Habitat for Humanity working to secure the matching funds that will be needed to make the MV CDBG HOA usable and expects to complete and sell two homes during the 2023-2024 program year.

To prevent, prepare for, and respond to the Covid-19 pandemic using CDBG-CV1 funding, the City allocated funding for three additional activities that began implementation after July 1, 2021: microenterprise assistance activities, direct emergency payments for household impacted by the Covid-19 pandemic, and acquisition of emergency shelter modules called Pallet Shelters.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	4,791
Black or African American	253
Asian	99
American Indian/Alaskan Native	478
Native Hawaiian/Other Pacific Islander	163
American Indian/Alaskan Native & White	175
Asian & White	7
Black/African American & White	109
Amer. Indian/Alaskan Native & Black/African Amer.	99
Other multi-racial	1826
Total	8,000
Hispanic	2,099
Not Hispanic	5,901

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

Narrative

The racial and ethnic composition of families assisted table only represents those assisted through subrecipient activities (Including the one person assisted through the Microenterprise Activity). CDBG subrecipient activities served a total of 8,000, with 26.24% of participants being of Hispanic origin. The composition of the 8,000 clients served by CDBG and CDBG-CV funded activities in 2022 for which racial and ethnic identity is available was 59.89% white, 3.16% Black or African American, 1.24% Asian, 5.98% American Indian or Alaskan Native, 2.04% Native Hawaiian or Other Pacific Islander, 2.19% American Indian, Alaskan Native & White, .09% Asian & White, 1.36% Black/African American & white, 1.24% American Indian/Alaska Native & Black/African American, and 22.83% reporting more than one race.

Refer to IDIS Report PR 23 - CDBG Summary of Accomplishments.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	359,983	269,596.08

Table 3 - Resources Made Available

Narrative

The City's 2022 CDBG Entitlement grant award was \$359,983. In addition, there were unexpended funds from the previous year in the amount of \$937,446.94. The City expended \$269,596.08 in CDBG funds during the program year from July 1, 2022, through June 30, 2023. Of the \$269,596.08 drawn down in the report year, \$54,637.19 was expended from the 2018-19 program year and \$505.11 in the 2019-20 program year.

The City continued to expend its CDBG CV grant allocations (\$488,076.00) that were awarded in PY 2020. To date, \$483,525.05 has been expended in CDBG-CV funds of which \$48,000.00 was drawn during this report year.

There is an adjustment of \$276,535.8 on line 7 of the PR26 – CDBG Financial Summary Report to account for prior reports that did not bring the Unexpended CDBG Funds at the end of the previous program year (Line 1) forward into the new year.

The City did not receive program income during the 2022 program year.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Census Tract 9522			
Census Tract 9523			
City of Mount Vernon	70	63	Public Services, Admin, other
DOWNTOWN MOUNT VERNON	30	37	Section 108 Loan Repayment

Table 4 – Identify the geographic distribution and location of investments

Narrative

The Downtown Mount Vernon target area refers to the Floodwall Section 108 loan repayment. Although other projects are not within a designated area, Mt. Veron ensures that activities funded are within low to and moderate income areas where more than 51% of households are living at or below 80% of the median income.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

Although no matching is required for the Community Development Block Grant Program, the City and its public service organizations have benefited from contributions from a great variety of organizations and foundations. The City's investment of CDBG funding leverages other resources and the City supports applications for funding from other resources for affordable housing, supportive services, community development, and related activities.

The CDBG funding is a small but significant fraction of the resources that CASC assembles each year for public services, helping to sustain and improve what CASC can provide. CASC can access HOME TBRA, WA Commerce Consolidated Homeless Grant funds, WA CDBG Public Services funds through Skagit County, and private contributions.

The CDBG allocated for homeownership assistance activities will likely leverage five to ten times that amount from other sources when a home is purchased. Matching sources include WA Housing Trust Fund, local financial institutions, and HOME homeownership assistance.

CDBG funds will be used for preservation (exterior painting) of Barbara's House leveraged resources from charitable contributions.

In 2022, the City repaid its Section 108 loan. Those CDBG 108 funds leveraged many times the HUD funding amount from other federal, state, and local funding sources to bring the floodwall project to completion.

The City applied for an additional Section 108 loan to fund other large scale improvement project and was awarded \$1,700,000.00 in September of 2022 for the Mount Vernon Library Commons Project representing just 10% of the total project cost of \$16.76 million. Additional resources were received from the State Capital Grant; DelBene Directed spending (federal), WA State Commerce Grants, Mt. Vernon Library Foundation; Skagit County Economic Grant, and WSDOT Design Grant.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	68
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	68

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	0	6
Number of households supported through Acquisition of Existing Units	0	0
Total	0	0

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

CDBG for real property acquisition for a rental housing project made progress in 2020, with a specific site identified for purchase that later fell through when the seller declined to sell. The project experienced delays in FY 2021-2022 and was completed during this report year. As a result, 68 units were created.

The City's 2020 Action Plan called for 4 low to moderate income homebuyers to receive direct financial assistance to purchase a home. The City's partner agency for this activity is Skagit Habitat for Humanity,

and the direct financial assistance to lower the mortgage principal amount to an affordable level. Skagit Habitat and its client homebuyers are challenged by a housing market with escalating home prices, making it difficult to close the larger financing gap between what the LMI homebuyers can afford and the cost of building homes in the City of Mount Vernon. The CDBG funds provide a portion of this financing gap. Skagit Habitat addressed these problems by supplementing the City’s CDBG funds with additional gap financing from other sources, including the Skagit County and sweat equity. Additional matching funds will be required. It is anticipated that that 4 homebuyers will be served in the next report year.

Discuss how these outcomes will impact future annual action plans.

The experience of Skagit Habitat is being challenged by homebuilding costs that are adverse to LMI households with CDBG homeownership assistance that makes it challenging to make homeownership affordable. The City will need to be patient with the proposed remedies (finding additional matching funds) that will be required. The rate of success with prior CDBG homeownership assistance activities led the City to allocate additional funding for homeownership assistance during the 2021-2022 program year.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	4,318	0
Low-income	3,301	0
Moderate-income	283	0
Total	7,902	0

Table 7 – Number of Households Served

Narrative Information

The activities that used CDBG funding in PY 2022, required information on income by family size. The numbers above do not include 98 people with incomes above 80% AMI who received assistance from subrecipient activities (97 persons from CASC and 1 person from Volunteers of America).

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

There are many organizations coordinating services toward the common goals of the Skagit County 10-Year Plan to End Homelessness and the City continues to serve as a referral service to agencies. In addition, the City is supportive of these efforts and contributes directly from CDBG resources to fund public services at Community Action of Skagit County, providing information and referral to people experiencing homelessness or who have low or extremely low income. The City allocated CDBG funding toward the cost of property acquisition for a rental housing project that will provide supportive housing for people who have experienced homelessness. The City will continue to participate in local efforts to implement the 10-Year Plan.

Community Action of Skagit County operates a housing coordinated entry system in Mount Vernon for people who are homeless, at risk of becoming homeless, or who have other struggles. Outreach is conducted to organizations and individuals to make them aware of this service. There are also special-focus outreach efforts such as those being conducted through the local Supportive Services for Veteran Families program, a VA grant-funded program serving homeless veterans and their families. Additionally, each year, many organizations and hundreds of individuals organize a Project Homeless Connect event that provides a wide array of health and social services to hundreds of homeless persons, including those who are living in Mount Vernon. In addition to the annual Point-In-Time Count held in January of each year, the needs of homeless individuals and families are evaluated at intake.

It is important to note that action plans to shorten the period of time that individuals and families experience homelessness will vary substantially, as they are based on individual needs. Basic needs are addressed upon entry, followed by supportive services, job placement, and eventually housing placement. Ongoing case management is imperative to prevent recurrence.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City provides CDBG public services funding to Community Action of Skagit County so that CASC can operate the centralized coordinated entry system so that families and individuals can access emergency shelter or emergency rent assistance.

Following are the City's highlights and accomplishments to-date regarding homelessness:

2017: partnering with Skagit County the City hired a full-time social worker embedded in the Police Department whose primary duties revolve around helping the homeless with a variety of issues aimed at getting them into housing.

2018: the City adopted Ordinance 3743 to allow temporary homeless encampments on properties owned by religious organizations.

2018: the City created a cross-departmental team named the Problem Elimination & Reduction Team or PERT that has identified actions that can be taken to reduce and/or mitigate impacts.

2019: Hired a full-time employee to monitor and clean homeless encampments, hired a park ranger, contributed to land purchase for a permanent supported housing building for people experiencing homelessness chronically.

2020: Supported the construction of a supportive housing project that will provide permanent housing for people who have experienced homelessness. Responded to the needs created by COVID-19 by using CDBG-CV1 and CV-3 for additional family services, motel vouchers, microenterprise assistance. Adopted two interim Ordinances (3811 and 3812) to re-authorize temporary cold weather shelters and limited temporary encampments, otherwise known as Safe Parking.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Although the City is not a recipient of ESG or other McKinney-Vento Homeless Assistance Act Program funds directly, it is committed to ensuring our homeless population does not increase. This is accomplished through programs and activities that aid in the prevention of homelessness or assist homeless individuals and families in their transition to a more stable and suitable living environment. Community Action of Skagit County uses funding from the Washington State Department of Commerce, the federal Department of Veterans Affairs, and local document recording surcharge revenue to provide rapid rehousing services to individuals and families. These services include temporary financial assistance for rent assistance and emergency needs, housing counseling and locator services, and housing case management. Community Action also offers similar services in the category of homeless prevention to help families and individuals from becoming homeless in the first place, or to prevent a repeat episode of homelessness. Case management services to homeless families is designed to help new tenants become stable, successful renters and to become more self-sufficient.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to

permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

As previously stated, the City is not a recipient of ESG funds however; CDBG funds are allocated to address the needs of homeless individuals and their families by supporting Skagit County Public Health, in partnership with several local nonprofit organizations, and in coordination with law enforcement agencies, provide re-entry housing services for people who are returning to the community from jail, prison, psychiatric hospitalization, and inpatient substance abuse treatment.

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CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The Housing Authority of Skagit County serves the City of Mount Vernon. The Housing Authority does not operate any public housing. Nevertheless, the Housing Authority does own and operate an important low-income rental project in Downtown Mount Vernon, the President Apartments, that needs major rehabilitation. The City's work and CDBG investment in completing the Skagit River floodwall to protect the Downtown neighborhood will make it more feasible for the Housing Authority to rehabilitate the President Apartments because, upon completion of the floodwall project, the building is no longer located in the floodplain, making public and private investment in this historic building rehabilitation more attractive.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

There is no public housing in the City of Mount Vernon.

Actions taken to provide assistance to troubled PHAs

Not applicable

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

Community Action of Skagit County, Skagit Habitat for Humanity, Friendship House, the City, County, and others work closely together as participants in the regional Consolidated Plan of the Skagit County Consortium. In 2020, the City remained committed to a partnership with Skagit County and Catholic Housing Services to plan and build a Housing First supportive housing project for 70 or more homes for people who have experienced homelessness chronically. CDBG funding was used for land acquisition, and the project has been completed.

The City's Comprehensive Plan helped guide development goals, objectives, policies and ordinances allowing for the first permanent supportive housing projects in Mount Vernon. The City's overlay zone to allow the siting of the project is used as a model ordinance across the state.

The City took the following actions to support affordable housing:

2017: Adoption of Ordinance 3712 to allow Permanent Supported Housing in areas not previously allowed. Permanent Supported Housing is an evidence-based housing system that combines housing with support services for the homeless. Since the adoption of this ordinance the City has been proactively working with Skagit County and others to locate property that this type of facility could be constructed on.

2018: Adoption of Ordinances 3748, 3749 and 3750 adopting the South Kincaid Sub-Area and associated ordinances allowing multi-family housing in areas not previously allowed. In addition, City staff is on-track to have new code amendments adopted in 2018 to provide density incentives for the creation of affordable housing, [click here to read more about this pending work program item](#). Also, to help address the public policies, the City adopted Ordinance 3743 to allow temporary homeless encampments on properties owned by religious organizations. Ordinance 3754 reduced traffic impact fees, and updated zoning codes, design standards, density, and allowable uses to increase the prospects that more homes will become available and the low vacancy rates will increase.

2019: Adoption of Ordinance 3775 (changes to C3/C4 zoning, unlimited density) and Ordinance 3780 (cold weather homeless shelter and safe parking).

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The City has taken action to authorize, fund, and create the first Housing First project in Skagit County, using CDBG for land acquisition for a permanent supportive housing project to be developed, owned, and

managed by Catholic Housing Services with financial support from the City, County, and other agencies. The City adopted an overlay zone that allows the citing of supportive housing facilities.

In 2018, 2019, and 2020, the City set aside CDBG funding to assist Friendship House with the costs of acquisition of facilities that will ease the burden of homelessness.

The City continues to support income-qualified homebuyers who otherwise could not afford to purchase a home in Mount Vernon during PY 2022. The City partners with Habitat for Humanity for the construction and purchase of units for eligible homebuyers. CDBG funds are used to provide homeownership assistance from the City and other sources.

Additionally, public facilities and improvements were undertaken to serve the low and moderate income residents, in addition to funding public services address underserved needs through meal programs.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

The City recognizes that lead-based paint poses a serious threat to youth, especially children under 6 years of age. The City's commitment with the regulation is reflected in its continued efforts to ensure all of its current construction workers are trained in the acceptable lead-safe work practices. All housing rehabilitation efforts on homes that were built before 1978 will include lead-based paint hazard evaluations, and all homes built before 1978 and purchased with CDBG homeownership assistance will include a lead hazard inspection and response. All hazards will be addressed, either through abatement or interim controls to minimize the hazards.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

In 2022 the City provided CDBG funds to Community Action of Skagit County to assist households below the poverty level with services to support CASC's efforts to assist persons with LMI coping with housing instability and cost burden.

The floodwall project, now completed and partially funded by CDBG, is having an immediate and long-term impact on downtown and its surrounding neighborhoods, increasing the job and business opportunities in the vicinity. Based on the success of past projects, the City favors economic development programs, including those delivered by the Economic Development Association of Skagit County and others, in support of business development and job creation.

City CDBG-CV1 was used in 2020 for microenterprise assistance activities, and the floodwall public facility project has a direct and long-term impact on the economics of downtown Mount Vernon.

Northwest Workforce serves the City in providing the opportunity for anyone looking for a career to learn their position and find a path to their goal. They also provide information to initiate the job search. This organization currently operates a successful on-the-job training program for both adults and youth. The

creation of decent jobs is important to community residents; therefore, the City will continue to support economic development proposals that create jobs for the community.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The City is responsible for oversight of housing and community development funds received from the U.S. Department of Housing and Urban Development (HUD) and has the primary responsibility for all functions associated with the City's Annual Action Plan, including the development, implementation, monitoring, and reporting of activities. In this capacity, the Community Development Department provides considerable insight and expertise gathered through daily interactions with individual citizens, community and neighborhood organizations, non-profit housing and public service agencies, and the financial industry. In addition, the City gathers annual data from citizens, neighborhood meetings, and public hearings for which it is responsible for organizing to encourage ongoing public comments. This input is factored into its analysis, which establishes priorities for local housing and community development needs.

Since 2014, the City partners with adjacent and regional jurisdictions to create a regional HUD HOME Consortium. The Skagit County Consortium has increased the resource base for developing more affordable housing and addressing institutional barriers to creating more affordable housing units.

In 2022, the Consortium continued its efforts to build strong relationships among participating jurisdictions and contractors. These efforts included regular meetings and contacts with agencies and representatives from participating jurisdictions.

The City and Skagit County Consortium continue to formalize relationships using agreements and contracts. Additionally, the Consortium provides representation on local community and interagency workgroups involved in Coordinated Entry or other programs with outreach and involvement with households who may benefit from HOME funding.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City works with a variety of organizations involved in the delivery of housing, homeless, non-homeless special needs, and community development activities; including many of the public agencies and community organizations consulted during the development of the Action Plan and the CPS. These include Public Housing Authorities (PHAs), designated Community Housing Development Organizations (CHDOs), and community organizations whose fields of interest and service include but are not limited to: social services, youth services, elderly services, disability services, HIV/AIDS services, abused children's services, health services, homeless services, and domestic violence assistance.

The City supported the Skagit Coalition to End Homelessness, which includes several housing and social service agencies, some of which have staff who contact private landlords to encourage their participation

in efforts to reduce homelessness. These efforts will advance the goals of the Coalition's 10-Year Plan to End Homelessness and have led to public-private partnerships including the Catholic Housing Services supportive housing project, the proposed Friendship Housing facility project, and the homeownership project with Skagit Habitat for Humanity.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The City completed an Analysis of Impediments to Fair Housing with assistance from the Fair Housing Center of Washington which led to a fair housing action plan during the 2015-2016 program year. The Skagit HOME Consortium completed an Analysis of Impediments to Fair Housing Choice (AI) in 2018. The Consortium encompasses 19 jurisdictions in Northwest Washington State, including the communities of Oak Harbor, Langley, Coupeville, Anacortes, Mount Vernon, Burlington, Hamilton, Concrete, Lyman, La Conner, Ferndale, Lynden, Sumas, Blaine, Everson, and Nooksack as well as Island, Skagit, and Whatcom counties. Skagit County has been designated as the lead entity for the Consortium. The Cities of Anacortes and Mount Vernon completed their own AIs. However, Mount Vernon AI findings were included in this AI.

To overcome impediments to fair housing choice, the City endorses the Skagit County funding for a landlord liaison to educate landlords and tenants of their rights. The City will be revisiting its Analysis of Impediments and increasing its efforts to improve fair housing choice.

Staff and local non-profit housing organizations continue to work with local financial institutions and other housing providers to investigate, design, and develop programs to help the low and moderate income population to obtain safe, decent, and affordable housing regardless of race, color, religion, sex, familial status, disability, and national origin.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City's CDBG program is audited by HUD and the State under the Single Audit Act on an as-needed basis based on risk assessments. This audit verifies that the City meets all statutory requirements and that information reported is correct and complete.

The City's Project Development Manager is responsible for monitoring CDBG program activities. The City staff monitors subrecipients as needed to ensure all regulatory requirements are met and that the information reported is complete and accurate. The City has adopted monitoring standards and procedures as described in Managing CDBG: A Guidebook for Grantees on Subrecipient Oversight.

Monitoring is an ongoing process involving continuous communication and evaluation with frequent telephone contacts, written communication, periodic meetings, as well as program and project evaluations. The purpose of the monitoring is to determine compliance with the executed agreements, including HUD, other Federal, State or local codes or statutes. The goal of monitoring is to identify deficiencies and promote corrective action in order to improve and reinforce subrecipient and intergovernmental performance.

CDBG subrecipients and contractors are also monitored from written reports submitted to the City. Monitoring of the CDBG program is consistent with program regulations. Monitoring consists of both desk and on-site reviews.

The City also conducts monitoring of its CDBG activities. CDBG monitoring depends on the activity. Construction or acquisition projects will be monitored as they progress to ensure compliance with specific federal requirements, including Davis-Bacon, Section 3, NEPA, and Uniform Relocation and Acquisition requirements.

To monitor its own compliance, staff:

- Composed the Consolidated Annual Performance and Evaluation Report (CAPER) to note accomplishments;
- Provided HUD officials with documents to fulfill their monitoring requirements;
- Provided financial and performance reports to City management;
- Utilized the City's Finance Department to review expenditures and maintain records;
- Utilized the City's Purchasing policy to solicit bids and acquire services;
- Conducted desk monitoring of all public service projects; and
- Is being reviewed as part of the City's overall audit compliance

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The City of Mount Vernon encourages residents and other interested parties to participate in the CDBG process by attending public hearings and submitting comments if unable to attend. Comments can be considered at any time, and the City will immediately consider all comments received.

The City advertises in the Skagit Valley Herald newspaper (in both English and Spanish) to notify the public of upcoming meetings, fund availability, and how to submit comments. The City also makes these notices available on the City’s website, at the Public Library and the Housing Authority office.

A notice was published in the Skagit Valley Herald, our newspaper of general circulation, on September 2, 2023, giving notice of the public comment period. Draft copies of the Consolidated Annual Performance and Evaluation Report (CAPER) were available to the public during the 15-day comment period at the city offices and on the City web site. The comment period was through September 19, 2023, exceeding the minimum 15 days. Attachment 4 consists of the Notice to Public and Publisher's Affidavit. Of note, the location of all meeting announcements and public hearing locations are handicapped accessible.

The public comments received during the comment period are provided as Attachment 5.

There were a total of XXXX written comments submitted.....

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction’s program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The increased CDBG funding to the City from the CARES Act CDBG-CV1 and -CV3 funding allocation led to amendments to the City’s 2019 Annual Action Plan to add three new activities, emergency subsistence funding, microenterprise assistance, and acquisition of emergency shelter modules for people experiencing homelessness.

Timely expenditure of the funds allocated to the Friendship House and the Habitat for Humanity has been a challenge and has negatively affected our expenditure ratio. As such, the City is implementing monthly

reporting for all projects to allow for early intervention should projects fall behind schedule. A workout plan has been submitted and approved by HUD which will allow for a Substantial Amendment. The Substantial Amendment will allow for the allocation of unexpended funds to the Library Commons Project.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

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CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	0	0	0	0	0
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

Table 8 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					

Other.					
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Table 9 – Qualitative Efforts - Number of Activities by Program

Narrative

During this reporting period, the City did not have a project that met or exceeded the \$200,000 Section 3 project threshold.

Nonetheless, all procurement actions include a narrative that encourage contractors and subcontractors to apply for and qualify as a Section 3 Business Concerns.

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Attachment

Public Notice and Public Comment Period

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NOTICE OF PUBLIC COMMENT PERIOD

City of Mount Vernon 2022 Consolidated Annual Performance and Evaluation Report (CAPER)

The Draft Consolidated Annual Performance Evaluation Report (CAPER) pertaining to the Community Development Block Grant (CDBG) Program for the City of Mount Vernon and CDBG activities during the 2022-2023 program year will be available for review starting September 5, 2023. The CAPER indicates the goals, objectives and accomplishments of projects and activities undertaken during the program year that were funded wholly or in part with 2022 CDBG Funds. The CAPER will be submitted to the Department of Housing and Urban Development, Community Planning and Development by September 28, 2023.

The public and any interested persons are invited to review and comment in writing on the CAPER. The comment period will be from September 5, 2023 through September 19, 2023.

Free copies of the CAPER may be obtained from: City of Mount Vernon Mayor's Office, 910 Cleveland Avenue, Mount Vernon, WA 98273; by calling (360) 336-6211; or on the City website www.mountvernonwa.gov.

Additional arrangements to reasonably accommodate special needs, including handicap accessibility or interpreter, will be made upon receiving three-day advance notice. Contact the Mayor's Office at (360) 336-6211 or mvmayor@mountvernonwa.gov.

Written comments on the CAPER should be submitted to the City of Mount Vernon Special Projects Manager, 910 Cleveland Avenue, Mount Vernon, WA 98273 or by email to mvmayor@mountvernonwa.gov. Written comments must be received by 5:00 p.m. on September 19, 2023.

The City considers the views of all citizens, public agencies, and other interested groups in preparing the final CAPER. A summary of the comments or views received in writing will be added to the final CAPER prior to submission to HUD.

The City provides notice that discrimination in the sale, rental, leasing, financing of housing or land to be used for construction of housing, or in the provision of brokerage services because of race, color, religion, sex, national origin, handicapped or familial status, is prohibited by the Federal Fair Housing Act.

PUBLISH: September 1, 2023

Insert Spanish public Notice here

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Insert publisher's Affidavit here.

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Insert proof of advertisement here.

DRAFT

Insert copy for newspaper here.

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PR-01 HUD Grants and Program Income

PR01 - HUD Grants and Program Income

Program	Fund Type	Grantee Name	Grantee State Code	Grant Year	Grant Number	Authorized Amount	Suballocated Amount	Amount		Net Drawn Amount	FY YTD Net Draw Amount	Available to Commit	Available to Draw	Recapture Amount				
								Committed to Activities										
CDBG	EN	MOUNT VERNON	WA	2004	B04MCS30020	\$365,000.00	\$0.00	\$365,000.00	\$365,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
				2005	B05MCS30020	\$365,930.00	\$0.00	\$365,930.00	\$365,930.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
				2006	B06MCS30020	\$330,489.00	\$0.00	\$330,489.00	\$330,489.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
				2007	B07MCS30020	\$330,137.00	\$0.00	\$330,137.00	\$330,137.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
				2008	B08MCS30020	\$319,303.00	\$0.00	\$319,303.00	\$319,303.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
				2009	B09MCS30020	\$324,113.00	\$0.00	\$324,113.00	\$324,113.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
				2010	B10MCS30020	\$351,946.00	\$0.00	\$351,946.00	\$351,946.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
				2011	B11MCS30020	\$294,383.00	\$0.00	\$294,383.00	\$294,383.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
				2012	B12MCS30020	\$292,317.00	\$0.00	\$292,317.00	\$292,317.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
				2013	B13MCS30020	\$302,701.00	\$0.00	\$302,701.00	\$302,701.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
				2014	B14MCS30020	\$273,059.00	\$0.00	\$273,059.00	\$273,059.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
				2015	B15MCS30020	\$300,114.00	\$0.00	\$300,114.00	\$300,114.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
				2016	B16MCS30020	\$303,142.00	\$0.00	\$303,142.00	\$303,142.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
				2017	B17MCS30020	\$337,820.00	\$0.00	\$337,820.00	\$337,820.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
				2018	B18MCS30020	\$400,488.00	\$0.00	\$355,121.41	\$355,121.41	\$54,637.19	\$45,366.58	\$189,536.67	\$0.00	\$0.00	\$0.00			
				2019	B19MCS30020	\$360,168.00	\$0.00	\$206,609.99	\$206,609.99	\$505.11	\$183,556.01	\$189,536.67	\$0.00	\$0.00	\$0.00			
				2020	B20MCS30020	\$363,863.00	\$0.00	\$295,373.70	\$295,373.70	\$0.00	\$88,489.30	\$166,489.30	\$0.00	\$0.00	\$0.00			
				2021	B21MCS30020	\$374,561.00	\$0.00	\$302,184.00	\$302,184.00	\$0.00	\$72,377.00	\$182,377.00	\$0.00	\$0.00	\$0.00			
				2022	B22MCS30020	\$359,983.00	\$0.00	\$359,983.00	\$214,453.78	\$214,453.78	\$0.00	\$145,529.22	\$0.00	\$0.00	\$0.00			
				MOUNT VERNON Subtotal:						\$6,419,515.00	\$0.00	\$6,029,726.10	\$5,668,216.22	\$269,596.08	\$389,786.90	\$751,298.78	\$0.00	
				EN Subtotal:														
									CDBG-CV	B20MWS30020	\$488,076.00	\$0.00	\$483,525.05	\$483,525.05	\$48,000.00	\$4,550.95	\$4,550.95	\$0.00
EN TOTAL						\$6,907,591.00	\$0.00	\$6,513,251.15	\$6,151,741.27	\$317,596.08	\$394,336.85	\$755,849.73	\$0.00					
SL	MOUNT VERNON	WA	2012	B12MCS30020	\$1,000,000.00	\$0.00	\$1,000,000.00	\$1,000,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					
			2021	B21MCS30020	\$1,700,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,700,000.00	\$1,700,000.00	\$0.00	\$0.00					
			MOUNT VERNON Subtotal:						\$2,700,000.00	\$0.00	\$1,000,000.00	\$1,000,000.00	\$0.00	\$1,700,000.00	\$0.00			
SL Subtotal:						\$2,700,000.00	\$0.00	\$1,000,000.00	\$1,000,000.00	\$0.00	\$1,700,000.00	\$1,700,000.00	\$0.00					
PI	MOUNT VERNON	WA	2016	B16MCS30020	\$25,145.00	\$0.00	\$25,145.00	\$25,145.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					
			MOUNT VERNON Subtotal:						\$25,145.00	\$0.00	\$25,145.00	\$25,145.00	\$0.00	\$0.00	\$0.00			
PI Subtotal:						\$25,145.00	\$0.00	\$25,145.00	\$25,145.00	\$0.00	\$0.00	\$0.00	\$0.00					
CDBG-R	EN	MOUNT VERNON	WA	2009	B09MYS30020	\$86,724.00	\$0.00	\$86,724.00	\$86,724.00	\$0.00	\$0.00	\$0.00	\$0.00					
				MOUNT VERNON Subtotal:						\$86,724.00	\$0.00	\$86,724.00	\$86,724.00	\$0.00	\$0.00	\$0.00		
EN Subtotal:						\$86,724.00	\$0.00	\$86,724.00	\$86,724.00	\$0.00	\$0.00	\$0.00	\$0.00					
GRANTEE TOTAL						\$10,051,825.00	\$0.00	\$7,825,120.15	\$7,263,610.27	\$317,596.08	\$2,426,704.85	\$2,788,214.73	\$0.00					



PR-03 Activity Summary Report

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PR-05 CDBG & CDBG-CV

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PR-26 CDBG & CDBG-CV

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