

COMMISSIONERS RECORD 52  
FRANKLIN COUNTY  
Commissioners' Proceedings for March 20, 2013

*This document is a summarized version of the Board of Commissioners proceedings. The minutes are paraphrased, not verbatim. Access to an electronic audio recording of the meeting is available upon request.*

The Honorable Board of Franklin County Commissioners met on the above date. Present for the meeting were Rick Miller, Chairman; Robert E. Koch, Chair Pro Tem; and Brad Peck, Member; Fred Bowen, County Administrator; and Mary Withers, Clerk to the Board. Meeting convened at 9:00 am with the Pledge of Allegiance.

**HOUSING AUTHORITY OF THE CITY OF PASCO AND FRANKLIN COUNTY**

Andy Anderson, Executive Director of the Housing Authority of the City of Pasco and Franklin County, met with the Board. Present in audience: Ed Thornbrugh, Judith Gidley, Eileen Crawford, Roger Lenk, Randy Hayden, Spencer Montgomery, Jim Toomey, Buck Taft, Lester Storms, Gary Walton and Tri-City Herald Reporter Michelle Dupler.

Approval of Certification by Local Official of PHA Plan's Consistency with the Consolidated Plan

Mr. Anderson answered the Board's questions.

**Motion** – Mr. Peck: I move for approval of Certification by Local Official of PHA Plan's Consistency with the Consolidated Plan as requested by Mr. Anderson and authorize the chair to sign on behalf of the Board. Second by Mr. Koch. 3:0 vote in favor. (Exhibit 1)

**HUMAN SERVICES (HS) (9:09 am)**

Ed Thornbrugh, Human Services Administrator, met with the Board. Present in audience: Judith Gidley, Eileen Crawford, Roger Lenk, Randy Hayden, Spencer Montgomery, Jim Toomey, Buck Taft, Lester Storms, Gary Walton, Tri-City Herald Reporter Michelle Dupler, Jerrod MacPherson, Jim Klindworth, Lori Brown and Penny Black.

Homeless Housing agreements:

- Columbia Basin Veteran Coalition, #2013-HHAA-CBVC (F/C2)
- Benton-Franklin Community Action Committee (CAC), #2013-HHAA-CAC (F/C2)
- Domestic Violence Services of Benton and Franklin Counties, #2013-HHAA-DVSBFC (F/C2)
- Therapeutic Innovations and Recovery, #2013-HHAA-TIR (F/C2)

Mr. Thornbrugh explained each contract and answered the Board's questions.

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**Motion** – Mr. Peck: I move for approval of Agreement #2013-HHAA-CBVC between Benton and Franklin Counties Department of Human Services and Columbia Basin Veterans Coalition to assist the county with meeting the goals of the ten-year Homeless Housing Plan for Benton and Franklin Counties to reduce homelessness as presented by Mr. Thornbrugh. Second by Mr. Koch. 3:0 vote in favor. Resolution 2013-115 was approved.

Mr. Thornbrugh noted that he expects an amendment will be made to the Community Action Committee (CAC) agreement very soon.

**Motion** – Mr. Peck: Mr. Chairman, I move for approval of Agreement 2013-HHAA-CAC between Benton-Franklin Counties Department of Human Services and Community Action Committee to assist the county with meeting the goals of the ten-year Homeless Housing Plan for Benton and Franklin Counties to reduce homelessness. Second by Mr. Koch. 3:0 vote in favor. Resolution 2013-116 was approved.

**Motion** – Mr. Peck: Mr. Chairman, I move for approval of Agreement #2013-HHAA-DVSBFC between Benton and Franklin Counties Department of Human Services and Domestic Violence Services of Benton and Franklin Counties to assist the county with meeting the goals of the ten-year Homeless Housing Plan for Benton and Franklin Counties to reduce homelessness as presented by Ed Thornbrugh. 3:0 vote in favor. Resolution 2013-117 was approved.  
Therapeutic Innovations and Recovery (TIR)

There was discussion about the service that is provided in Benton County to Franklin County residents. There was discussion about TIR's plans to move from its present location to a more suitable location. The Commissioners expressed the desire that the move occur soon.

**Motion** – Mr. Peck: Mr. Chair, I move for approval of Agreement 2013-HHAA-TIR between Benton and Franklin Counties Department of Human Services and Therapeutic Innovations and Recovery to assist the county with meeting the goals of the ten-year Homeless Housing Plan for Benton and Franklin Counties to reduce homelessness as presented by Mr. Thornbrugh. Second by Mr. Koch. 3:0 vote in favor. Resolution 2013-118 was approved.

**PLANNING AND DEVELOPMENT (9:24 am)**

Jerrod MacPherson, Planning & Building Director, met with the Board, along with the following Port of Pasco representatives: Director of Planning and Engineering Randy Hayden,

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Commissioner Jim Klindworth, Executive Director Jim Toomey and Deputy Director of Airports Buck Taft.

Present in audience: Greg Wendt, Margo Hines, Judith Gidley, Eileen Crawford, Roger Lenk, Lester Storms, Michelle Dupler, Ed Thornbrugh, Lori Brown and Penny Black.

Presentation by Port of Pasco regarding proposed Zoning Ordinance update to Airport Overlay District

Mr. MacPherson briefly told the Board about proposed preparation of a Zoning Ordinance update to the Airport Overlay District.

Mr. Hayden said it is time to update the airport overlay district in the master plan. He also thanked the Board for their recent letters of support for projects. The code covers air space and how high buildings can be and also covers land use around the airport as established by Washington State Department of Transportation approximately five or six years ago. The Port officials and engineers will also be speaking to the county and city planning commissions.

Spencer Montgomery of J-U-B Engineers gave a briefing using maps on the screen.

Port representatives responded briefly to a question from Eileen Crawford.

**OFFICE BUSINESS (9:50 am)**

Administrative Assistant Margo Hines met with the Board. Present in audience: Judith Gidley, Eileen Crawford, Ed Thornbrugh, Roger Lenk, Lester Storms, Michelle Dupler, Gary Walton, Lori Brown and Penny Black.

**Public Comment**

Gary Walton, mayor of Connell, wants to make sure 2160 and 2163 money is used in Franklin County. Ed Thornbrugh explained that the money is used for Franklin County residents but some of the programs are only available in Benton County.

Lester Storms said he has been made aware of more Federal infringement on our state public school system that completely changes the way the Constitution regulates school boards. He implored the Board to make citizens aware of what's going on in our school system.

Vouchers

**Motion** – Mr. Peck: I move for approval of fund expenditures in the total amount of \$396,305.44 as presented by the Auditor Mr. Beaton. Second by Mr. Koch. The vouchers have been reviewed by Mr. Bowen. 3:0 vote in favor.

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<b>Fund Expenditures</b>	<b><u>Warrants</u></b>		<b>Amount Issued</b>
TRAC Operations Fund	Excise Tax		\$408.83
County Roads	Excise Tax		\$30.34
Motor Vehicle/Public Works	Excise Tax		\$375.12
Current Expense	Excise Tax		\$416.09
Capital Projects Fund	Excise Tax		\$83.42
Current Expense	79402	79449	\$45,039.76
Trial Court Improvement Fund	79450	-	\$642.26
County Roads	79451	-	\$598.80
Current Expense	79452	79509	\$55,565.80
.3% Criminal Justice Const Fnd	79510	79512	\$22,688.23
Current Expense	79513	79553	\$87,626.10
Courthouse Facilitator Program	79554	-	\$1,070.00
Clerk LFO Collection Fund	79555	-	\$605.36
Trial Court Improvement Fund	79556	-	\$350.00
Jail Commissary	79557	79561	\$3,686.79
Enhanced 911	79562	79564	\$3,002.35
FC Capital Projects Fund	79565	-	\$4,362.17
County Roads	79566	79589	\$57,279.38
Solid Waste	79590	79596	\$1,885.93
Motor Vehicle/Public Works	79597	79627	\$48,771.43
Current Expense	79628	79632	\$752.93
Auditor O & M	79633	79635	\$120.26
Veteran's Assistance	79636	79637	\$2,488.01
Franklin County RV Facility	79638	79640	\$7,976.31
FC Public Facilities Const Fund	79641	79642	\$6,467.01
TRAC Renewal & Replacement Fund	79643	-	\$5,430.00
TRAC Operations Fund	79644	79670	\$38,582.76

(Exhibit 2)

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Consent Agenda

**Motion** - Mr. Koch: I move for approval of the consent agenda items 1 through 6 as presented.

Second by Mr. Peck. 3:0 vote in favor.

1. Approval of Resolution 2013-119, Washington State Parks Centennial 2013 Proclamation
2. Approval of Resolution 2013-120, 2013-2014 Agreement between Benton-Franklin Counties Juvenile Department and the Benton-Franklin Juvenile Court Guild, representing Juvenile Clerical Unit (union contract)
3. Approval of Resolution 2013-121, 2013-2014 Agreement between Benton-Franklin Counties Juvenile Department and the Teamsters Local No. 839, Warehousemen, Garage Employees, and Helpers Union, representing Juvenile Detention Unit (union contract)
4. Approval of Resolution 2013-122, approval of Claims for Damages of \$100 to LuAlice Dominick and \$138.92 to State Farm
5. Approval of Resolution 2013-123, appointing Rebecca Hartwell as a county-designated mental health professional (CDMH) and limiting appointments of CDMHPs to the period during which they are employed by the Crisis Response Unit of Benton and Franklin Counties
6. Approval of Resolution 2013-124, reimbursement for a wireless communication device/cellular phone for the Deputy Coroner for high usage of up to \$50 per month and data plan of up to \$50 per month

**AGING AND LONG TERM CARE (ALTC)**

Lori Brown, Director, Southeastern Washington Office of ALTC, and consultant Penny Black met with the Board. Present in audience: Gary Walton, Michelle Dupler, Ed Thornbrugh, Eileen Crawford, Judith Gidley, Roger Lenk and Lester Storms.

Update on progress of researching a possible future interlocal agreement

Ms. Brown gave the Board the ALTC year-end reports. She listed the services that ALTC provides. She also explained work being done on a possible future interlocal agreement to become a COG. Ms. Black talked about the pros and cons of becoming a COG.

Ms. Brown asked the Board to review the proposed contract and by-laws and then provide input and questions regarding transitioning into a COG. ALTC is hoping to have the contract in place between January and June 2014.

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**COUNTY ADMINISTRATOR**

Incoming Mail Options

Mr. Bowen reported on a meeting with other departments about how mail sorting will be handled at this time. In approximately a year, it is expected that each office will have a separate box for mail deliveries. Details are being worked out.

RFP for Print Services

The Board instructed staff to advertise an RFP for print services.

**Executive Session** at 10:41 am regarding real estate acquisition or site selection pursuant to RCW 42.30.110(1)(b) expected to last up to 15 minutes.

**Open Session** at 10:57 am. Janet Taylor, Ed Thornbrugh and Gary Walton joined the audience.

Water usage at Franklin County Annex

Mr. Bowen told the Board about a large water usage bill for the Franklin County Annex which houses Elections Department, WSU Extension and Health District.

**Executive Session** at 11:01 am pursuant to RCW 42.30.110(1)(b), real estate acquisition or site selection, expected to last 10 minutes. Mr. Thornbrugh and Mr. Walton left the audience.

**Open Session** at 11:12 am.

**Recessed** at 11:12 am.

**Reconvened** at 11:20 am.

**PROSECUTOR** (11:20 am)

Janet Taylor, Deputy Prosecutor, met with the Board.

**Executive Session** at 11:21 am regarding contract negotiations pursuant to RCW 42.30.140(4) expected to last up to 15 minutes.

**Open Session** at 11:37 am.

**Executive Session** continued at 11:37 am expected to last five minutes.

**Open Session** at 11:44 am.

**ADJOURNMENT**

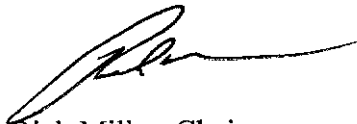
**Motion** – Mr. Peck: I move to adjourn. Second by Mr. Koch. 3:0 vote in favor.

**Adjourned** at 11:44 am.

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There being no further business, the Franklin County Board of Commissioners meeting was adjourned until March 27, 2013.

BOARD OF COUNTY COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON



Rick Miller, Chairman



Robert E. Koch, Chairman Pro Tem



Brad Peck, Member

Attest:

  
Clerk to the Board

Approved and signed April 3, 2013.

**Certification by State or Local  
Official of PHA Plans Consistency  
with the Consolidated Plan**

**U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/2011**

**Certification by State or Local Official of PHA Plans Consistency with the  
Consolidated Plan**

I, **Rick Miller** the **Chair, Franklin County Commissioners** certify that the **Five Year and  
Annual PHA Plan of the** Housing Authority of the City of Pasco & Franklin County **is consistent with the Consolidated Plan of  
Franklin County, WA** prepared pursuant to 24 CFR Part 91.



Signed / Dated by Appropriate State or Local Official



**PHA 5-Year and Annual Plan**

**U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing**

**OMB No. 2577-0226  
Expires 4/30/2011**

**1.0 PHA Information**  
 PHA Name: Housing Authority of the City of Pasco and Franklin County (HACPFC) PHA Code: WA021  
 PHA Type:  Small  High Performing  Standard  HCV (Section 8)  
 PHA Fiscal Year Beginning: (MM/YYYY): 07/01/13

**2.0 Inventory** (based on ACC units at time of FY beginning in 1.0 above)  
 Number of PH units: 280 Number of HCV units: 318

**3.0 Submission Type**  
 5-Year and Annual Plan  Annual Plan Only  5-Year Plan Only

**4.0 PHA Consortia**  PHA Consortia: (Check box if submitting a joint Plan and complete table below.)

Participating PHAS	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
				PH	HCV
PHA 1:					
PHA 2:					
PHA 3:					

**5.0 5-Year Plan.** Complete items 5.1 and 5.2 only at 5-Year Plan update.

**5.1 Mission.** State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low-income families in the PHA's jurisdiction for the next five years:  
 The mission of the Housing Authority of the City of Pasco & Franklin County is to provide safe, sanitary and affordable housing and housing assistance; serving the needs of the low-income, very low-income, and extremely low-income in the PHA's jurisdiction in a non-discriminatory manner.

- 5.2 Goals and Objectives.** Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. (See 10.0)

The Housing Authority of the City of Pasco & Franklin County adopted the following two goals and objectives for 2011-2015.

HACPFC Goal One: Tri-Cities Consolidated Plan Goal IV: Improve affordable housing opportunities for lower-income individuals and households by: (Strategy 1) adding to existing stock of affordable units by developing owner-occupied and rental housing in in-fill areas or targeted neighborhoods; and, (Strategy 2) sustain or improve the quality of existing affordable housing stock.

HACPFC Objectives for Goal One:

1. HACPFC continues to look for opportunities to develop more units by providing statistics and support to other non-profits seeking development opportunities by participation in the Benton Franklin Housing Institute and the Homeless Housing Consortium - Continuum of Care Network and by researching and applying for capital development and operational subsidy funds for permanent affordable housing.
2. HACPFC makes available affordable permanent housing to low-income persons without discrimination through efficient operation of HACPFC's owned public housing program, efficient management of HACPFC's Section 8 rental assistance program; and efficient operation of HACPFC's owned non-subsidized homeless migrant housing program.
3. HACPFC continues to apply for any HUD Subsidized programs for which we are eligible to reduce the incidence of housing-cost burden or homelessness.
4. HACPFC encourages and assists revitalization of distressed existing housing stock through the Housing Quality Standards inspection process and continual rehabilitation of our existing facilities.
5. HACPFC improves safety and livability of neighborhoods through partnerships with local organizations, security patrol services, and the local Police Department in provision of an on-site Police Mini-Station, on-site nutritional services, on-site after school educational and recreation activities, as well as substance abuse referral.

HACPFC Goal Two: Tri-Cities Consolidated Plan Goal VI: Improve affordable housing opportunities for lower-income individuals and households by: (Strategy 2) sustain or improve the quality of existing affordable housing stock; and Tri-Cities Consolidated Plan Goal VI: Substantially reduce homelessness by 2015 through the implementation of the Benton and Franklin County Homeless Housing Plan by: (Strategy 1) support existing homeless facilities and increase housing resources that assist homeless persons toward housing stability and self-sufficiency.

HACPFC Objectives for Goal Two:

1. HACPFC continues to seek and obtain funds and resources to increase the supply of transitional and permanent housing and vouchers for homeless persons by subscription to Grant Opportunity Postings on Grants.gov and participation in the Benton Franklin Housing Institute, Continuum of Care Network, Low-Income Housing Alliance, and use of non-profit developers such as Common Ground and the Office of Rural and Farm Worker Housing.
2. HACPFC makes available affordable transitional housing to homeless persons without discrimination through efficient operation of HACPFC's owned non-subsidized homeless migrant housing program.
3. HACPFC continues to seek and obtain HUD subsidies for which it is eligible, such as additional Section 8 Housing Choice Vouchers.
4. HACPFC provides subsidies to low-income persons for existing rental housing through utilization of Federal Section 8 rental assistance programs.
5. HACPFC staff provides support to the Continuum of Care Planning efforts and development of a homeless management information system that identifies and tracks homeless persons and participation in the annual Point-in-Time count.

**PHA Plan Update**

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:

**Police Officer Units**

One Police officer unit has been removed in PIC. 1543 North 3<sup>rd</sup> Avenue is no longer designated as a police officer unit and has been returned to the public housing inventory. The unit information is included below.

Development Number: WA021000001  
 PIC Unit Number: 1543  
 Address: 1543 North 3<sup>rd</sup> Avenue  
 Entrance Number: 2  
 Building Number: 6

Police Officer Unit Inventory is as follows:

6.0	Development Number	PIC Unit Number	Entrance Number	Building Number	Address
	WA021000001	415C	3	22	415C West Agate Street
	WA021000002	902	1	50	902 North 1 <sup>st</sup> Avenue
	WA021000003	610B	2	30	610 B South Beech Ave

**Public Housing**

1. The Public Housing lease and all of the exhibits were revised and adopted by the Board of Commissioners on October 25, 2012.

(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

A copy of the 5-Year and Annual PHA Plan is available for viewing at the HACPFC Administration Office, 2505 W. Lewis Street, Pasco, WA.

- 7.0 **Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.** *Include statements related to these programs as applicable.*

N/A

- 8.0 **Capital Improvements.** Please complete Parts 8.1 through 8.3, as applicable.

- 8.1 **Capital Fund Program Annual Statement/Performance and Evaluation Report.** As part of the PHA 5-Year and Annual Plan, annually complete and submit the *Capital Fund Program Annual Statement/Performance and Evaluation Report*, form HUD-50075.1, for each current and open CFP grant and CFFP financing. (see attached)

- 8.2 **Capital Fund Program Five-Year Action Plan.** As part of the submission of the Annual Plan, PHAs must complete and submit the *Capital Fund Program Five-Year Action Plan*, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan. (see attached)

- 8.3 **Capital Fund Financing Program (CFFP).**

Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.

**Housing Needs.** Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.

*Housing affordability is defined as housing costs which are below 30% of the household income. In most communities of the state a significant percentage of the households are living with housing costs exceeding 30% of their income. However, the Tri-Cities area enjoys one of the highest affordability indexes in the State. Franklin County is the 7th ranked county among the 39 in the State. In spite of the relatively affordable housing stock, there are population groups in the Tri-Cities that are unable to afford available housing.*

*The most current Comprehensive Housing Affordability Strategy (CHAS) data provides data that describes year 2000 affordability and housing-cost burden conditions for owners and renters. They provide a wealth of information on various categories of households with levels of income indicating which are cost-burdened. The Tables indicate the great difficulty households at the lowest income levels, particularly extremely low-income (households at 30% of MFI) and low-income (50% of MFI) have in finding affordable housing.*

*Renters are considered cost burdened when their rent plus basic utilities exceeds 30% of monthly income. A total of 53% of Tri-Cities renter households that have incomes of less than 50% of median income, are paying more than 30% of their income for rental housing. Pasco has 50% of households that have incomes of less than 50% of median income are paying more than 30% of their income for rental housing.*

- 9.0 *The problem is even more severe for large families with limited income. A total of 84.2% of families with 5 or more members who are extremely low-income renters (less than 30% of median area income) were cost burdened in the year 2000. In addition, when overcrowding is considered with this group, over 98% have "housing problems" (defined as cost burdened and/or overcrowded). Surprisingly, in each of the 3 cities, the largest percentage of cost-burdened households was households of 2-4 persons. This suggests a critical need for affordable 2-3 bedroom units in the Tri-Cities and in particular, Pasco and Franklin County, where there has not been any new multi-family units built since 2004.*

*28% of Franklin County homeowners with a mortgage and 39% of renters were paying 30% or more of their income. Rental assistance and buyer assistance would help at all levels of lower-income housing to make existing units more affordable.*

*Persons with disabilities often have Social Security Income (SSI) as their sole source of income and thus have a great deal of difficulty finding housing they can afford. Based on the SSI payment of \$683/month in 2008, a disabled Tri-Cities renter would have to pay 73.6% of their benefit for an efficiency apartment. If SSI represents an individual's sole source of income, only \$202 in monthly rent is affordable. This example is the most drastic along the housing need continuum, but it illustrates the necessity of affordability for lower-income households. It also demonstrates that some lower-income persons cannot obtain decent safe and sanitary housing without assistance.*

*A report by the National Low-income Housing Coalition reveals major problems in affordability for area renters. To be able to afford a 2-bedroom apartment at the HUD-established Fair Market Rents, the amount of annual income needed by a family of four in the Tri-Cities is \$33,400. Using this as a base, only 61% of the households in the area have sufficient incomes to afford an apartment. A wage earner working 40 hours per week would have to earn \$16.05 an hour (much higher than the Washington State minimum wage of \$9.04) to afford to pay the rent and utilities.*

*The above information is from the 2010-2014 Tri-Cities Consolidated Plan pages 84-85. The plan was prepared by John Epler & Associates and Common Ground. The 2010-2014 Tri-Cities Consolidated Plan has been adopted by the City of Richland, City of Kennewick and the City of Pasco.*

**Strategy for Addressing Housing Needs.** Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **Note: Small and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.**

9.1

1. Employ effective maintenance and management policies to minimize the number of public housing units off-line.
2. Apply for additional Section 8 vouchers when they become available.
3. Maintain existing outreach efforts.
4. Employ admissions preferences aimed at families who are working
5. Funding and staffing constraints influence our strategy.

**Additional Information.** Describe the following, as well as any additional information HUD has requested.

(a) **Progress in Meeting Mission and Goals.** Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.

5 Year Plan Goals - Executive Summary/Progress Report

This list constitutes a progress report which indicates successful achievement on our outlined goals in the previous 5-year Plan:

10.0

1. **Expand supply, improve quality and increase assisted housing choices:** HACPFC has re-instituted our FSS program and have successfully placed 24 participants on FSS contracts. We've maintained our High Performer status for public housing management and we continue to maintain our public housing units in the areas of repair, modernization and energy efficiency.
2. **Provide improved living environment:** We continue to expand our Neighborhood Watch Program, as well as our partnership with the Pasco Police Department for our on-site mini-station.
3. **Promote self-sufficiency and asset development of assisted households:** Meals on Wheels still utilizes our Pflueger Recreation Center to provide meals for our elderly and disabled residents. Our Sprucewood Square Recreation Center houses the Teen Center for the Boys & Girls Club of Benton and Franklin Counties ("The Club"). "The Club" provides a safe place for teens to be and also provides a homework center, a computer lab and life skills instruction for some of the most at-risk youth in our community. We continue the CASH (Communities Against Self-Sufficiency Hurdles) program that refers our residents to local agencies that can help them reach their goals of independence and self-sufficiency.
4. **Ensure Equal Opportunity and affirmatively further fair housing:** All staff members attend fair housing training annually and receive additional Fair Housing training throughout the year via handouts and day-to-day circumstances. In addition, staff has participated in the promotion of Fair Housing education with landlords, city personnel, and the Homeless Housing Consortium-Continuum of Care which consists of all local housing and service providers in the Quad-City region (Pasco, Kennewick, Richland, West Richland). Staff members also provide support for the Continuum of Care Point-in-Time Count.
5. **Pursue partnerships to achieve mission:** HACPFC continues to ensure the availability of safe, sanitary and affordable housing through our Housing Quality Standards inspection program. Cullum House is our property that houses chronically mentally ill homeless individuals as they transition from hospitalization to stable housing. We have applied for and received grant funding from Benton County to renovate Cullum House. We are partnered with Community Action Connections to apply for HOME funds to purchase and renovate a fourplex for long-term transitional housing for the homeless.

#### **Resident Membership of the HACPFC Governing Board**

The Housing Authority of the City of Pasco & Franklin County does not have a resident serving on its Board. The Authority is exempt because it is a small housing agency with less than 300 public housing units. Board members are appointed by the Pasco City Council and the Franklin County Commissioners (3-City appointed representatives, 2-County appointed representatives). We send annual notices to our governing entities indicating our desire to empower our residents and encourage favorable consideration of resident applicants for the governing board.

Four Commissioner positions are filled at this time. Both County positions are filled, 2 City positions are filled and 1 City position is vacant. Our most recent City appointment was made to complete a resigning member's term. That appointment was made on October 17, 2011, and expired January 28, 2013. The other filled City position has not been reappointed in several years but state law RCW 35.82.040 says a commissioner shall hold office until a successor has been appointed and has qualified. It is our hope that the City fills its vacant position on our Board this year. The City of Pasco advertises for all Board vacancies annually in the local newspaper, the Tri-City Herald (Tri-Cities, WA). Franklin County advertises for Board positions on the Franklin County website and in its newspaper of record, the Franklin County Graphic (Connell, WA). HACPFC staff maintains City and County Board applications in our administration office. Despite these efforts, no resident has expressed any desire to serve and none have applied.

(b) **Significant Amendment and Substantial Deviation/Modification.** Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"

Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority and fundamentally change the mission, goals, objectives, or plans of the agency and which require the formal approval of the Board of Commissioners.

- 11.0 Required Submission for HUD Field Office Review.** In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. **Note:** Faxed copies of these documents will not be accepted by the Field Office.
- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights)
  - (b) Form HUD-50070, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only)
  - (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only)
  - (d) Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only)
  - (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only)
  - (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.
  - (g) Challenged Elements
  - (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only)
  - (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

## 2010-2014 TRI-CITIES CONSOLIDATED PLAN

## SECTION IV • ACTION PLAN

**Strategy 3.** *Support the beautification of communities by integrating art into public facilities as needed to address local policies.*

## 3.1 OBJECTIVE

Include artwork and beautification efforts in community facilities that serve lower-income neighborhoods.

**Strategy 4.** *Support the development of a crisis response center to provide immediate stabilization and assessment services to persons in crisis, including homeless persons.*

## 4.1 OBJECTIVE

At such time as the development plan is completed, determine appropriate methods for potential support.

#### GOAL IV: IMPROVE AFFORDABLE HOUSING OPPORTUNITIES FOR LOWER-INCOME INDIVIDUALS AND HOUSEHOLDS

**Strategy 1.** *Expand the supply of affordable units by developing owner- and renter-occupied housing in in-fill areas or targeted neighborhoods, consistent with local comprehensive plans.*

## 1.1 OBJECTIVE

Promote the use of mixed-income housing development and mixed-use developments that provide both affordable housing and economic opportunities.

## 1.2 OBJECTIVE

Develop new single-family housing units that create permanent affordable housing, with priority given to projects in target areas.

## 1.3 OBJECTIVE

Support local efforts to provide rental assistance vouchers that meet a variety of needs, including persons at risk of homelessness and homeless persons.

## 1.4 OBJECTIVE

Support coordinated community efforts to develop new affordable rental housing units for lower-income households by providing financial assistance to local housing development organizations.

## 2010-2014 TRI-CITIES CONSOLIDATED PLAN

## SECTION IV • ACTION PLAN

- Lower-income and special needs persons: food, utilities assistance, parenting skills, public transportation, access to health/dental care and/or insurance, information on lead-based paint hazards, fair housing rights.
- Persons with disabilities: recreational programs, living skills training and support, obtaining housing with needed supports or access features.

**GOAL VI: SUBSTANTIALLY REDUCE HOMELESSNESS BY 2015 THROUGH IMPLEMENTATION OF THE BENTON AND FRANKLIN COUNTIES HOMELESS HOUSING PLAN**

**Strategy 1.** *Support existing homeless facilities and increase housing resources that assist homeless persons toward housing stability and self-sufficiency*

## 1.1 OBJECTIVE

Support the development of emergency shelters for youth (including parenting teens), victims of domestic violence, and families with children.

## 1.2 OBJECTIVE

Increase transitional housing resources with intensive case management services for homeless persons who are victims of domestic violence, veterans, and families with children.

## 1.3 OBJECTIVE

Develop permanent supportive housing resources for veterans, and for disabled homeless persons who are seriously mentally ill, have chemical dependencies, have developmental disabilities, or are chronically homeless.

**Strategy 2.** *Support the Continuum of Care's efforts to expand flexible voucher rental assistance programs for at-risk populations and homeless persons to achieve the following objectives:*

## 2.1 OBJECTIVE

Use voucher assistance for persons at-risk of homelessness, including those leaving institutions, to prevent them from becoming homeless.

## 2.2 OBJECTIVE

Use vouchers as a "rapid rehousing" resource to provide to stable housing to households that have recently become homeless.





**FRANKLIN COUNTY AUDITOR**

*Matt Beaton, Auditor*

3/20/2013

Franklin County Commissioners:

Vouchers audited and certified by the auditing officer by RCW 42.24.080, expense reimbursement claims.

Action: As of this date, 3/20/2013 *B. Beaton*

Move that the following warrants be approved for payment:

certified by RCW 42.24.090, have been recorded on a listing, which has been sent to the board members.

<b>FUND Expenditures</b>	<b>WARRANTS</b>		<b>AMOUNT ISSUED</b>
TRAC Operations Fund	Excise Tax		\$408.83
County Roads	Excise Tax		\$30.34
Motor Vehicle/Public Works	Excise Tax		\$375.12
Current Expense	Excise Tax		\$416.09
Capital Projects Fund	Excise Tax		\$83.42
Current Expense	79402	79449	\$45,039.76
Trial Court Improvement Fund	79450	-	\$642.26
County Roads	79451	-	\$598.80
Current Expense *	79452	79509	\$55,565.80
.3% Criminal Justice Const Fnd	79510	79512	\$22,688.23
Current Expense	79513	79553	\$87,626.10
Courthouse Facilitator Program	79554	-	\$1,070.00
Clerk LFO Collection Fund	79555	-	\$605.36
Trial Court Improvement Fund	79556	-	\$350.00
Jail Commissary	79557	79561	\$3,686.79
Enhanced 911	79562	79564	\$3,002.35
FC Capital Projects Fund	79565	-	\$4,362.17
County Roads	79566	79589	\$57,279.38
Solid Waste	79590	79596	\$1,885.93
Motor Vehicle/Public Works	79597	79627	\$48,771.43
Current Expense	79628	79632	\$752.93
Auditor O & M	79633	79635	\$120.26
Veteran's Assistance	79636	79637	\$2,488.01
Franklin County RV Facility	79638	79640	\$7,976.31
FC Public Facilities Const Fund	79641	79642	\$6,467.01
TRAC Renewal & Replacement Fund	79643	-	\$5,430.00
TRAC Operations Fund	79644	79670	\$38,582.76
In the amount of			<b>\$396,305.44</b>

The motion was seconded by *P. Kout*

And passed by a vote of 3 to 0

The attached vouchers have been approved by Auditor or Deputy

*Matt Beaton*

*Tom Westerman*  
 Vouchers Audited By: Tom Westerman  
*Kristina Bahovich*  
 Kristina Bahovich  
*Jim Anderson*  
 Jim Anderson