



**City Council Study Session and
Special Focus Area
July 10, 2017 - 5:30 PM
Auburn City Hall
AGENDA**

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hours after the meeting has concluded.

I. CALL TO ORDER

A. Roll Call

II. ANNOUNCEMENTS REPORTS AND PRESENTATIONS

III. AGENDA ITEMS FOR COUNCIL DISCUSSION

A. Deputy Mayor Selection Ad Hoc Committee Report (30 Minute)

B. [Ordinance No. 6657 \(5 Minutes\) \(Snyder\)](#)

Amendments to Auburn City Code 18.52 as it relates to the procedures for
modifying commercial driveway throat depth

C. Tourism Update (15 Minutes) (Hinman)

IV. HEALTH AND HUMAN SERVICES DISCUSSION ITEMS

A. Staff Resources for Regional Domestic Violence Committee (5 Minutes) (Heid)

B. [Assistance for Undocumented Residents \(10 Minutes\) \(Hinman\)](#)

C. [Human Services Grant Parameters for 2019-2020 \(15 Minutes\) \(Hinman\)](#)

D. [Proposed CDGB Funding Action Plan \(15 Minutes\) \(Hinman\)](#)

V. OTHER DISCUSSION ITEMS

VI. NEW BUSINESS

VII. MATRIX

A. [Matrix](#)

VIII. ADJOURNMENT

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website (<http://www.auburnwa.gov>), and via e-mail. Complete agenda packets are
available for review at the City Clerk's Office.*



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6657 (5 Minutes) (Snyder)

Date:

July 3, 2017

Department:

Planning and Development

Attachments:

[Exhibit A - Ordinance No. 6657](#)

[Exhibit B - Matrix](#)

Budget Impact:

\$0

Administrative Recommendation:

For discussion.

Background Summary:

On May 8, 2017 staff presented to City Council a list of suggested code amendments that are intended to simplify areas of city code that routinely present challenges to both staff and developers. Item #3 of the list provided to City Council pertained to ACC 18.52.050.B.2. ACC 18.52.050.B.2 establishes a 40 foot setback for commercial drive aisle throat depth. Currently, the code allows this setback to be modified but it requires that consideration of this request go before the City Hearing Examiner as a formal variance. This means that a reduction in the 40 foot standard must fill out the variance application forms, pay the \$500 application fee, post a yellow notice board on the property, and conduct a public hearing before the Hearing Examiner renders a decision. The timeline associated with this process is significant because it essentially requires that review of the project be placed on hold while the variance process occurs. A typical variance is processed in 3 to 4 months.

As an alternative to a variance, staff is suggesting that a reduction in the 40 foot setback be considered administratively and that the code grant the City Engineer with the authority to make the decision. The 40 foot throat depth is based on the assumption that it provides queuing length for two vehicles. Generally, this is an appropriate design consideration for commercial parking lots and driveways. However, for commercial lots that are small or that lack much depth, the 40 foot commercial throat depth becomes a significant design challenge. In these instances staff believes that an alternative design can be developed that incorporates adequate queuing space within commercial parking lots.

The City Engineer is already granted authority to consider departures from adopted engineering design and construction standards. It is consistent with other sections of

city code to grant the City Engineer, instead of the Hearing Examiner, with the authority to consider an alternative engineered layout for parking lot design and vehicle queuing.

Attached to this agenda bill are the following:

Exhibit A - Ordinance No. 6657

Exhibit B - Matrix of Code Amendments Provided to City Council on May 8, 2017

Reviewed by Council Committees:

Councilmember:

Staff: Snyder

Meeting Date: July 10, 2017

Item Number:

ORDINANCE NO. 6 6 5 7

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AMENDING SECTIONS 18.52.050, OF THE AUBURN CITY CODE RELATING TO THE PROCEDURES UTILIZED FOR CONSIDERING MODIFICATION OF THE COMMERCIAL DRIVEWAY THROAT DEPTH STANDARD.

WHEREAS, ACC 18.52.050.B.2 establishes a setback standard for commercial driveway throat depth; and

WHEREAS, ACC 18.70.015 does not list commercial driveway throat depth modifications as an administrative variance, therefore, such a request is classified as a decision rendered by the City Hearing Examiner; and

WHEREAS, commercial driveway throat depth is a project element that has been established in order to provide adequate on site vehicular queuing; and

WHEREAS, management of on-site vehicular queuing is directly related to overall transportation impact mitigation; and

WHEREAS, the City Engineer is designated as the City's responsible official for evaluating and approving the engineering components of a development proposal; and

WHEREAS, pursuant to ACC 18.68.020.C amendments to Title 18 for procedural or administrative matters that relate to the process of how a development application is reviewed are exempt from the procedural requirements of Chapter 18.68; and

WHEREAS, the City of Auburn has complied with the State Environmental Policy Act (SEPA), Chapter 43.21C RCW, and the City's Environmental Review Procedures, Chapter 16.06 ACC through a determination that the administrative modifications set forth in this ordinance are exempt from SEPA.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, DO ORDAIN as follows:

Ordinance No. 6657
July 3, 2017
Page 1

Section 1. Recitals Adopted. That the City Council hereby adopts the recitals contained in this Ordinance as Findings of Facts and Conclusions, as appropriate given the context of each recital and incorporates said recitals herein by this reference.

Section 2. Amendment to City Code. That Section 18.52.050 of the Auburn City Code be and the same hereby is amended to read as follows:

18.52.050 Parking design, development, and maintenance standards.

Required parking areas shall be designed, constructed and maintained in compliance with this section:

A. Location of Parking. Off-street parking areas shall be located as follows:

1. Residential Parking. Residential parking shall be located on the same site as each residential dwelling unit served; except for a mixed-use development as defined by ACC 18.04.625. No required residential parking space shall occupy any unimproved area within the required front setback, or side and rear setback, except as allowed by subsection E of this section, Surfacing of Parking Areas.

2. Nonresidential Parking. Nonresidential parking shall be located on the same site as the use served, or off site. If parking is to be located off site it is subject to the following requirements:

a. The lot or area to be utilized for parking shall be legally encumbered by an easement or other appropriate means to ensure continuous use of the parking facilities following the procedure contained in Table 18.52.030(1), Joint Use of Parking Facilities.

b. Whenever required parking facilities are located off site, sidewalks, or an approved pedestrian facility, shall be provided connecting the satellite parking facility to the development being served.

B. Access to Parking. Access to parking shall be provided as follows for all parking areas other than for individual single-family dwellings and duplexes.

1. The location, design and construction of entrances and exits from the street right-of-way shall be determined by the city engineer.

2. A commercial or industrial use shall have access driveways from the public or private street that are not intersected by a parking aisle, parking space, or another access driveway for a minimum distance of 40 feet from the street right-of-way, to provide a queuing area for vehicles entering and exiting the parking area. The city engineer may require an increase or a decrease of this as determined by criteria set forth in the Engineering Design Standards ~~a greater distance for uses with high vehicle trip generation or located along heavily traveled, city designated arterial streets.~~

C. Access to Adjacent Sites. The city may require that the design of a parking area to provide vehicle and pedestrian connections to parking areas on adjacent properties or to connect with adjoining public walkways (when a reciprocal access easement is available or can reasonably be provided).

D. Parking Stall and Aisle Dimensional Standards.

1. Minimum Dimensions. Each parking space and parking lot aisle shall comply with the minimum dimension requirements in Table 18.52.050 and further displayed in Figure 18.52.050.

Table 18.52.050 Parking Space and Drive Aisle Dimensions

Parking Stall Type	Minimum Stall Dimensions		Minimum Width for Drive Aisle with Parking(c)	
	Width(a)	Length(b)	One-Way	Two-Way
Standard parallel	9 ft.	22 ft.	12 ft.	20 ft.

Table 18.52.050 Parking Space and Drive Aisle Dimensions

Parking Stall Type	Minimum Stall Dimensions		Minimum Width for Drive Aisle with Parking(c)	
	Width(a)	Length(b)	One-Way	Two-Way
Standard 45-degree	9 ft.	19 ft.	15 ft.	20 ft.
Standard 60-degree	9 ft.	19 ft.	18 ft.	20 ft.
Standard 90-degree	9 ft.	19 ft.	20 ft.	24 ft.
Compact	8 ft.	16 ft.	20 ft.	22 ft.

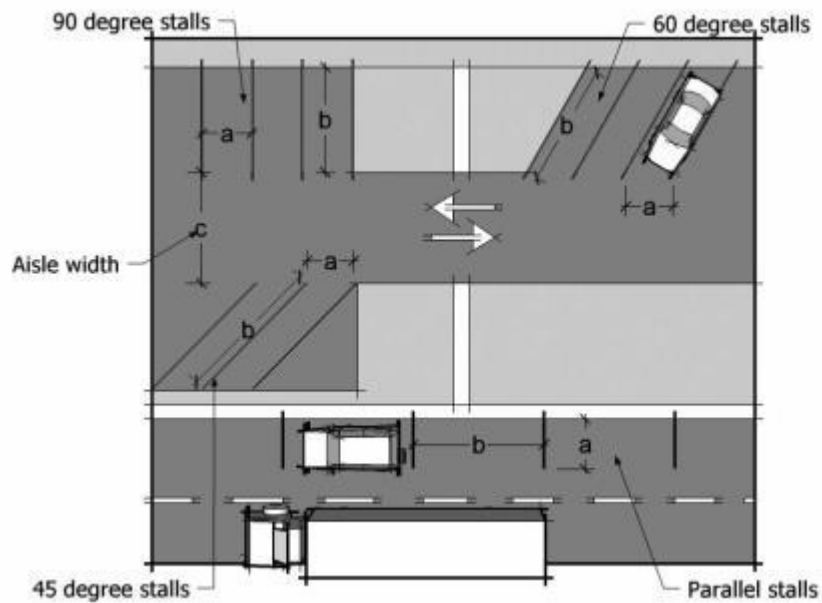


Figure 18.52.050 – Parking Space and Drive Aisle Dimensions

2. Compact Parking. Compact spaces may be allowed within a parking lot up to a maximum of 30 percent of the total number of spaces. This maximum percentage can be increased to 50 percent when approval is obtained by the planning director following the procedures contained in ACC 18.52.135, Alternative parking layouts. Compact spaces can be clustered or dispersed throughout the parking lot. Every compact parking space created pursuant to this section shall be clearly identified as such by painting the word “COMPACT” in upper case block letters, using white paint, on the pavement within the space or through the use of signage.

3. Vehicle Overhang. Vehicular overhang of up to two feet is permitted, provided no vehicle shall overhang into a sidewalk or walkway which would reduce the unencumbered width of a sidewalk or walkway to less than four feet. A vehicle is permitted to overhang into a landscaped area by two feet; provided, that the required landscape area of trees and shrubs are not reduced in quantity and not subject to potential damage.

E. Surfacing of Parking Areas. Areas used for parking on private property, including interior driveways and access to a public street, shall be paved with asphalt concrete, cement concrete pavement, or pervious pavement and shall have appropriate bumper guards where needed. Paving is not required for temporary parking facilities that have obtained a temporary use permit pursuant to the requirements of Chapter 18.46A ACC, Temporary Uses; however, dust mitigation is required. Where a driveway crosses an improved public right-of-way, it shall be constructed with cement concrete. All pavement sections shall be designed to support the post development traffic loads anticipated due to the intended use as approved by the city engineer.

1. Alternative paving systems may be provided subject to the approval of the city. The alternative must provide results equivalent to paving.

2. For parking areas serving single-family dwellings and duplexes when located on individual lots, this section shall apply:

- a. Each off-street parking space shall be connected to an improved street or alley by a driveway a minimum of 11 feet in width.
 - b. Not more than 50 percent of the front yard or 800 square feet, whichever is smaller, can be used as off-street parking surface. For the purposes of calculating the allowable area under this section, the front yard shall be the area between the right-of-way and the portion of the single-family dwelling's front facade farthest from the right-of-way. The width of the front yard shall extend to each side property line.
 - c. Driveways that exclusively serve nonrequired off-street parking spaces are also subject to the surfacing requirement.
 - d. Off-street vehicle parking spaces, including those for trailers, recreational vehicles, and boats on trailers, that are provided in addition to those required pursuant to Table 18.52.020 shall be paved with one of the surfaces listed above (subsection E of this section), or gravel; provided, that weeds, mud or other fine material do not work their way to the surface of the gravel; and provided, that loose gravel is contained on the subject property.
 - e. Boats not on trailers shall not be stored in the front yard.
- F. Grades of Access Driveways. The grade of access driveways for off-street parking areas shall be subject to the driveway regulations contained in Chapter 10.04 of the engineering design standards.
- G. Sidewalks or Pedestrian Walkways. Sidewalks or pedestrian walkways shall be visibly marked with differentiated pavement or other methods such as reflective/LED markers, double row of landscaping, or raised pavement.
- H. Landscaping. See Chapter 18.50 ACC.
- I. Lighting. See Chapter 18.55 ACC.

Section 3. Implementation. The Mayor is hereby authorized to implement such administrative procedures as may be necessary to carry out the directions of this legislation.

Section 4. Severability. The provisions of this ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section or portion of this ordinance, or the invalidity of the application thereof to any person or circumstance shall not affect the validity of the remainder of this ordinance, or the validity of its application to other persons or circumstances.

Section 5. Effective Date. This Ordinance shall take effect and be in force five days from and after its passage, approval and publication as provided by law.

Introduced: _____

Passed: _____

Approved: _____

CITY OF AUBURN

NANCY BACKUS, MAYOR

ATTEST:

Danielle E. Daskam, City Clerk

APPROVED AS TO FORM:

Daniel B. Heid, City Attorney

PUBLISHED: _____

Exhibit B: Recommended Potential Code Changes Matrix for 2017 Action

Code	Description	Impact
ACC 18.02.065	This section of code defines the method for calculating residential density. It requires that allowable density be based on “net site area” vs. gross site area. Net site area is determined by removing right of ways, critical areas, and storm tracts. By removing all of these areas the developer experiences a reduction in the number of lots that are allowed. The list of areas that must be removed can be revisited to see if the standard is resulting in too much reduction.	A number of residential developers have expressed concern over the number of lots that are lost as a result of our methodology for calculating density. It has led to several mid-size lots (e.g. 5 acres) being deemed unviable for subdivision. Modifying the current method for residential density calculation will make more properties viable.
ACC 18.25	This chapter of city code establishes “infill” development standards. The infill standards apply to smaller parcels that are located in the midst of already developed areas. Due to their size they are more difficult to develop and meet city standards. The infill section allows flexibility in certain sections of code in order to make these properties more viable. An area of flexibility that is not included is public right of way improvements. Often times the public right of way improvements make development of the site cost prohibitive.	By granting relief from some or all of the public right of way improvements, 2 and 3 lots short plats become more viable and likely to occur. Infill is important for achieving Growth Management Act (GMA) objectives.
ACC 18.52.050.B.2	Current code establishes a 40-foot setback for drive aisle throat depth. This can be reduced but because this section is located in the zoning code the process to reduce is a variance through the Hearing Examiner. It is more appropriately a decision of the City Engineer through a deviation process. This could be accomplished by either eliminating this section and moving it to the Engineering Design standards or modifying it to reference the Engineering Design standards.	This standard routinely comes up as a problem for commercial developers – especially on smaller sites. The variance process is time consuming and expensive and puts the decision in the hands of the Hearing Examiner (who is not an Engineer). Additionally, the standard really pertains more to engineering layouts than land use. This means that the City Engineer has better technical qualifications to consider deviation from this standard.
ACC 18.68.030.B.1.b	Current code requires all Comprehensive Plan map changes to go before Planning Commission and City Council. It also requires all rezones to go before Hearing Examiner and City Council. When a Comprehensive Plan map change is allowed, eliminate requirement that the rezone go before the Hearing Examiner so that City Council can take action on both items at the same time.	Current process is very linear and creates a burdensome process. There is no reason that City Council should have to take action twice. By eliminating this type of rezone from going through the Hearing Examiner process it will save the \$2,000 cost of the rezone and eliminate 6 months of process while achieving the same outcome.
ACC 12.64A.020.A-B	This section of code defines when new development or re-development will be required to construct half street improvements. Triggers for re-development include the value of the improvements compared to the property value based on the current County Assessor records, additional parking, or additional new driveway access points.	Concern is often expressed in a re-development project about the requirement to build half streets and the additional cost of the improvement. For new development concern is often expressed by small developments (1 single-family house, etc.) about the additional cost for completing half street improvements. This also impacts in-fill development which triggers these requirements as they are currently written.
ACC 13.32A	This section of code defines when new development or re-development will be required to underground the overhead wiring that may span their property frontage.	Concerns are similar to the concerns for half street improvements.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Assistance for Undocumented Residents (10 Minutes)
(Hinman)

Date:

July 6, 2017

Department:

Administration

Attachments:

[Refugee and immigration info](#)

Budget Impact:

\$0

Administrative Recommendation:**Background Summary:**

As a follow up to the Inclusive City ordinance passed recently by the City Council, the Council has a desire to look further into resources and services for immigrant and refugee persons. Currently, the City of Auburn funds with Human Services funds to two organizations that directly provide services for immigrant and refugee populations. The City of Auburn will also refer those in need to area organizations that specialize in that area. Those organizations are listed in reference materials

Reviewed by Council Committees:**Councilmember:****Staff:**

Hinman

Meeting Date: July 10, 2017

Item Number:

Human Services Funded Programs: Citizenship Documentation Assistance Fiscal Years 2017-18

- **Eastside Legal Assistance Program (\$5,000 GA)**
 - Services include legal advice clinics providing the following services: domestic violence, bankruptcy and immigration issues.
 - Clients receive pro bono representation by a volunteer attorney for the entire case.
 - Clients receive assistance writing letters and completing forms.
 - Community Education Lectures providing free legal information on immigration, landlord/tenant issues, family law and fraud.
- **Ukrainian Community Center of Washington (\$5,000 GA)**
 - Services include: providing refugee and immigrant individuals with culturally appropriate education, support and assistance.
 - A two hour intense workshop is offered four times a year in Kent, Auburn, Federal way and Renton that helps participants gain knowledge about health, financial, legal and education in the United States.
 - Case Management is offered throughout the year to connect participants with available supportive resources.

Other Known Area Immigration and Refugee Resources

IMMIGRATION & REFUGEE SERVICES

- Catholic Community Services: 206-328-5714
- Citizenship, Immigration & Naturalization: 800-375-5283
- Jewish Family Services: 253-850-4065
- Jubilee Center: 253-804-0908
- Northwest Immigrant Rights Project: 800-445-5771
- Refugee Federation Service Center: 253-852-5150
- Refugee Women's Alliance: 206-721-0243

INTERPRETER SERVICES

- American Red Cross Language Bank: 206-323-6565
- Language Line: 800-874-9426
- Asian Counseling & Referral Service: 206-695-7600
- Asia Pacific Culture Center: 253-383-3900
- Casa Latina: 206-956-0779
- Chinese Information & Service Center: 206-624-5633
- Consejo Counseling & Referral Service: 253-856-9000
- East African Community Services: 206-721-1119
- El Centro de la Raza: 206-329-9442
- Jewish Family Services: 206-461-3240
- Ukrainian Community Center: 425-430-8229



AGENDA BILL APPROVAL FORM

Agenda Subject:

Human Services Grant Parameters for 2019-2020 (15 Minutes) (Hinman)

Date:

July 6, 2017

Department:

Administration

Attachments:

[Grant Parameters recommendations](#)

Budget Impact:

\$0

Administrative Recommendation:**Background Summary:**

As the Human Services Committee, City staff and Council enter into a new funding cycle in the next year, City Council has requested to examine the funding priorities for future grants. The current priorities are: poverty reduction, child abuse and neglect, domestic violence and sexual assault and health care. These were set many years ago by previous City Council action and as needs in the city have changed Council would like to examine and re-prioritize if necessary.

Reviewed by Council Committees:**Councilmember:****Staff:**

Meeting Date: July 10, 2017

Item Number:

Human Services Funds

Human Services funds are 1% of the City's General Fund that goes to the biennial, competitive human services fund application cycle and other supportive service programs in Auburn. Funds are awarded to programs of nonprofit organizations, **not** the entire organization. This means that organizations can apply multiple times depending on how many programs they want to have funded. The funds must benefit Auburn residents and have to align with the City's areas of focus which include:

- poverty reduction
- child abuse and neglect
- domestic violence and sexual assault
- health care

Applications open in the spring prior to the new contract year and applicants are given six weeks to submit a completed application. Applications require:

- full organizational and program descriptions
- budgets for both the organization and the program
- proof of 501c3 status
- a financial summary including a management letter
- number of Auburn residents served
- narrative on how the program will benefit our community

Human Services Grant Application Process

The City of Auburn Community Services Division is a member of the Human Service Funders Collaborative; Auburn participated in the first joint application process with 18 other King County cities during the 2013-2014 funding cycle. Human services providers were able to submit one application to any of the 18 cities online using the Share1app Website. The new Web-based site is a complete grant management system that allows common reporting, contract management and data collection.

Partnering cities that collaborate to produce a common application are:

Auburn	Burien	Federal Way	Kent	Renton	Shoreline
Bellevue	Covington	Issaquah	Kirkland	Sammamish	Tukwila
Bothell	Des Moines	Kenmore	Redmond	SeaTac	Woodinville

All completed applications are submitted to the City's human services committee and evaluated using a rating tool. After evaluating all applications the committee carefully selects which programs they want to fund for the next two years. This year 70 programs applied for funding and 46 were selected to be funded. Applications that need further explanation are asked to provide an oral presentation to the committee. Applicants are not required

to provide the presentation; however it is an opportunity to provide clarity to any answers that were not made clear to the committee as well as meet new applicants. Presentations are 15 minutes with 5 minutes allowed for a brief overview of the organization and the program and 10 minutes for questions by committee members.

After all oral presentations are completed the human services committee evaluates all applications and provides recommendations based on how much the program requested, their application, the need the program is meeting in Auburn's community and the amount of funds available through the general fund. Recommendations of funds awarded are also based on the capacity of the organization and the relationship the organization has with Auburn. For example, if an organization only has one paid staff and two volunteers to provide their program's services they may receive an award of \$2,000- \$5,000. Anything larger would increase their expectation to serve and overwhelm them and set them up for failure. For newly funded applicants the committee has a general rule of recommending \$5,000 or less. The committee will then use the two year cycle to evaluate the program and its benefit to Auburn and see if during the next application cycle the program can be considered for an increased amount of funding. All recommendations are submitted to City Council for approval.

2017-18 funding recommendation priority breakdown

Priority: Abused & Neglected Children (\$102,800)

- Auburn Youth Resources
- Birth to Three
- Child Care Resources
- Children's Home Society
- Children's Therapy Center
- Communities in Schools
- Pediatric Interim Care Center
- Sound Mental Health: Child & Family Community Services
- Treehouse: Graduation Success

Priority: Domestic Violence & Sexual Assault (\$83,000)

- Consejo
- Crisis Clinic: 2-1-1, Crisis Line, TeenLink
- DAWN: Community Advocacy Program (CAP)
- DAWN: Continuum of Housing
- DAWN: Prevention
- KCSARC
- YMCA: Children's DV
- YMCA: DV

Priority: Physically & Mentally Fit/Substance Abuse (\$47,000)

- Auburn Respite
- Christ Community Free Clinic
- International Community Health Services: Dental
- Seattle-King County Mobile Medical Van
- Sound Generations: Volunteer Transportation

Priority: Poverty Reduction (\$205,500)

- Apprenticeship & Non-traditional Employment for Women (ANEW)
- Auburn Food Bank
- Auburn Pregnancy Aid
- CCS: Emergency Assistance
- CCS: H.O.M.E.
- CCS: Katherine's House & Rita's House
- CCS: Volunteer Chore Services
- Courage360
- Eastside Legal Assistance Program
- King County Bar Association: Pro Bono Services
- Multi-Service Center: Shelter & Transitional Housing
- Orion: Employment Services
- Sound Generations: Meals on Wheels
- Sound Mental Health: Low Income Counseling
- Sound Mental Health: PATH Homeless Outreach
- South King Council of Human Services
- South King County St. Vincent de Paul Stores: Emergency Services
- St. Stephen Housing Association
- Ukrainian Community Center of Washington: Crisis Family Intervention
- Ukrainian Community Center of Washington: Refugee Assistance
- YWCA: Emergency Housing
- YWCA: Transitional Housing

In 2016 the City of Auburn Human Services Committee implemented new strategies to better organize and streamline how they determine recommendations for Human Services Funding. During their committee retreat they agreed to sign conflict of interest forms for any committee member who might have a relationship with an applicant and reintroduced oral presentations to the application process. The committee also conducted 10 site visits of organizations who have received funding.

During the 2017-18 funding cycle the committee plans to increase the amount of sites visited. The changes and improvements implemented by the committee have made the application process more efficient and timely ensuring enough time to invest into each individual application as well as careful and meticulous evaluation of how each program contributes to the overall health and wellness of Auburn and its residents.

City of Auburn Human Services Funding Recommendations 17-18

<i>*denotes new program</i>		
Agency/Program	Recommendation	Request
1. Apprenticeship & Non-traditional Employment for Women (ANEW)	\$5,000	\$22,500
2. Auburn Pregnancy Aid	\$5,500	\$5,500
3. Auburn Respite	\$10,000	\$20,000
4. Auburn Youth Resources: Drop-In	\$30,000	\$85,000
5. Birth to Three Developmental Center	\$15,000	\$15,000
6. Catholic Community Services: Emergency Assistance	\$10,000	\$10,000
7. Catholic Community Services: HOME	\$16,500	\$16,500
8. Catholic Community Services: Katherine's House & Rita's House	\$5,500	\$5,500
9. Catholic Community Services: CHORE Services	\$6,000	\$10,000
10. ChildCare Resources: Child Care Consumer Education & Provider Quality Improvement	\$5,000	\$9,048
11. Children's Home Society: Auburn Family Resource Center	\$15,000	\$30,000
12. Children's Therapy Center: Special Needs	\$10,800	\$10,800
13. Christ Community Free Clinic	\$15,000	\$20,000
14. Communities in Schools: Students in Need	\$8,000	\$20,000
15. Consejo Counseling & Referral Service: DV Community Advocacy Program	\$10,000	\$20,000
16. Courage360: Employment Services Continuum	\$5,000	\$8,000
17. Crisis Clinic: Crisis Line	\$1,000	\$7,500
18. Crisis Clinic: King County 2-1-1	\$5,000	\$15,000
19. Crisis Clinic: TeenLink	\$2,500	\$4,500
20. DAWN: Community Advocacy Program (CAP)	\$3,000	\$7,400
21. DAWN: Housing	\$1,000	\$10,000
22. DAWN: Prevention	\$5,000	\$5,000
23. Eastside Legal Assistance Program: Legal Services	\$5,000	\$13,675
24. International Community Health Services: Dental	\$5,000	\$10,538
25. King County Bar Association: Pro Bono Services	\$2,000	\$2,000
26. King County Sexual Assault Resource Center: Comprehensive Sexual Assault Services	\$22,500	\$24,525
27. Multi-Service Center: Shelter & Transitional Housing	\$8,000	\$8,000
28. Orion: Employment Services	\$20,000	\$28,000
29. Pediatric Interim Care Center: Interim Care of Drug-Exposed Infants	\$12,000	\$12,000
30. Seattle-King County Dept. of Public Health: SKC Mobile Medical Program	\$12,000	\$12,000
31. Sound Generations: Meals on Wheels	\$7,000	\$7,910
32. Sound Generations: Volunteer Transportation	\$5,000	\$24,310
33. Sound Mental Health: Child & Family Community Services	\$10,000	\$20,000

34. Sound Mental Health: Low Income Counseling	\$10,000	\$25,000
35. Sound Mental Health: PATH Homeless Outreach	\$7,500	\$10,000
36. South King Council of Human Services: Capacity Building	\$7,000	\$10,000
37. South King County St. Vincent de Paul Stores: Emergency Services	\$15,000	\$20,000
38. St. Stephen Housing Association:	\$10,000	\$10,000
39. The Auburn Food Bank	\$35,000	\$40,000
40. Treehouse: Graduation Success	\$5,000	\$10,000
41. Ukrainian Community Center of Washington: Refugee Assistance	\$7,500	\$15,000
42. Ukrainian Community Center of Washington: Crisis Family Intervention Program	\$5,000	\$15,000
43. YWCA Seattle-King-Snohomish: Children's Domestic Violence	\$5,000	\$5,000
44. YWCA Seattle-King-Snohomish: Domestic Violence	\$20,000	\$20,000
45. YWCA Seattle-King-Snohomish: Auburn Transitional Housing	\$14,000	\$14,000
46. YWCA Seattle-King-Snohomish: Emergency Housing	\$4,000	\$4,000
TOTAL:	\$443,300.00	\$718,206.00

Agency/Program/Description
<i>Green bar denotes new program funded by City of Auburn</i>
1. Apprenticeship & Non-traditional Employment for Women (ANEW) ANEW's services includes two tracks; the Trades Rotation Program (TRP) and the Career Connection Program (CCP). The TRP is a 12-week pre-apprenticeship training program, employment placement, and retention service for women in manufacturing and construction trades. The Career Connection Program offers wrap-around employment services for men and women, focusing on women, immigrant populations, and people of color to reduce barriers for job placement and retention.
2. Auburn Pregnancy Aid Pregnancy Aid is a non-sectarian social service agency that provides immediate confidential help to any women married or unmarried. We also provide services for men and grandparents who have custody of children. We provide free formula, baby food, baby cereal, diapers, layettes; free clothing & household goods, car seats new and used (after safety checks), strollers and miscellaneous supplies.
3. Auburn Respite The Auburn Respite Program is a community based social adult day care program for dependent seniors who are cared for by family member caregivers.
4. Auburn Youth Resources: Drop-In The Arcadia Drop-In Center at Auburn Youth Resources (AYR) is a safe place for youth and young adults to get basic needs met, connect with supportive adults, access other resources and get referrals to needed services. They can use laundry services, take a shower, get a hot meal, use computers and get help with job applications. They can talk with staff and problem-solve difficult situations in which they find themselves. If they need shelter, they can get connected to shelter or housing.
5. Birth to Three Developmental Center Birth to Three's certified teachers and licensed therapists provide medically prescribed therapy and special education services to address each child's specific developmental challenges. Agency services include Physical, Occupational, Speech, and feeding therapies; special education; playgroups; infant mental health; parent education and Family Resource Coordination. Family Resource Coordinators, therapists and special education staff involve parents and caregivers in every aspect of their children's learning experiences, allowing learning to extend to their homes and the larger community.

6. Catholic Community Services: Emergency Assistance

The Emergency Assistance program helps families avoid homelessness. The program provides rent and utility assistance and negotiates payment plans with landlords to avoid eviction. Motel vouchers and case management are available to families who are homeless. Case managers work with families attempting to regain stable housing and assist them with move-in costs. All clients receive financial counseling and referrals to resources. In addition, bus tickets, food and clothing are distributed.

7. Catholic Community Services: HOME

The HOME and WHOME programs are overnight shelter partnerships between the Kent and Auburn faith-based communities and Catholic Community Services. The HOME shelter serves 25 men year round and the WHOME shelter serves 15 women during the winter months. Both shelters offer people a safe place to sleep, nourishing meals, and case management support. The program enables people to meet their basic needs and transition back to housing.

Funding is requested for overnight staffing and case managers.

8. Catholic Community Services: Katherine's House and Rita's House

Katherine's House and Rita's House provide up to two years of transitional housing for homeless adult women in recovery from drug and alcohol dependency. Residents receive case management to find permanent housing, outpatient drug/alcohol treatment, life skills development, financial literacy classes, and educational and employment assistance. After graduation, residents enroll in an Aftercare program where they receive ongoing staff support that helps to maintain long term housing stability.

9. Catholic Community Services: Chore Services

Volunteer Services (formerly Volunteer Chore Services) provides volunteer assistance with household chores such as cleaning, laundry, grocery shopping, transportation, yard work, minor home repair, and moving assistance to elders and adults with disabilities to help them remain living independently in their own home. VS focuses on those who live in poverty – 86% of the community members served last year had income at or below 30% of the area median.

10. Child Care Resources: Child Care Consumer Education & Provider Quality Improvement

CCR assists families in meeting their child care needs by referring them to child care providers, community resources, and education about quality child care. CCR also provides customized, culturally relevant and inclusive technical assistance and trainings to child care providers and community members to strengthen delivery of child care and child-development best practices.

11. Children's Home Society: Auburn Family Resource Center

Mobility Mentoring will enhance Early Head Start (EHS) and Parents as Teachers (PAT) in providing comprehensive child development and family support to low-income infants and toddlers and families. EHS and PAT support parent-child relationships, family wellbeing, connections to community via development and education services. Components include home visits, group meetings, screenings, resource referrals. Frequency and intensity of services depend on the needs and goals of the families.

12. Children's Therapy Center: Special Needs

The Children with Special Needs program helps South King County children with developmental disabilities and delays to acquire functional skills through coordinated, family-centered home- and center-based physical, occupational, and speech therapy; parent/caregiver education and coaching; early childhood education; and related products and services for children aged birth to 18. We are the only nonprofit pediatric therapy program in South King County that serves children older than 3.

13. Christ Community Free Clinic

CCFC has been open for nine years as of March 31, 2016 serving the uninsured in the community. The enactment of the Affordable Care Act as effected the number we serve and the demographic. We assisted many clients in applying for Apple Health since its start. Even with the drop in numbers we continue to serve the medical needs of the uninsured and under-insured. The dental clinic was opened in 2012 providing emergency care. This includes fillings, extractions and education.

14. Communities in Schools: Students in Need CISA staff provide direct interventions and coordinate community partnerships that deliver: basic needs assistance, tutoring support, service learning opportunities and attendance support. These services address both academic and non-academic barriers to learning for students at risk of dropping out. We bring these services directly into schools where they are accessible, coordinated and accountable.
15. Consejo Counseling & Referral Service: DV Community Advocacy Consejo's Domestic Violence Advocacy Program provides outreach & engagement, information & referral services, advocacy-based counseling, safety planning, legal advocacy and support groups for Latina survivors of domestic violence. Services are designed to understand the complex needs of survivors, many of whom are Spanish-speaking immigrants/refugees. Consejo's services build on clients' cultural beliefs, values and traditions to help them transition from crisis to self-sufficiency.
16. Courage360: Employment Services Continuum Employment Services Continuum is a workforce development program for low income individuals, providing job readiness programs & supportive services to help meet clients' basic needs, like food, shelter, & clothing. Training helps to develop office computer & life skills, financial literacy, workplace behaviors, barrier reduction & more. We embody widely recognized best practices that help to break the cycle of poverty and ending a family's reliance on public assistance.
17. Crisis Clinic: Crisis Line The 24-Hour Crisis Line provides a free and confidential telephone crisis intervention and support service to anyone in emotional crisis or needing help in King County. We provide empathetic listening and supportive problem-solving, helping callers to see their problems as manageable, and we provide referrals to a wide range of community services. Staff provides mental health consultation to other professionals and makes linkages to emergency mental health services.
18. Crisis Clinic: King County 2-1-1 King County 211 provides people with information and referrals to services that can help them regain or maintain their financial stability and lead a productive life. We do more than just give out a list of agencies; we explain how the social system works and provide information and referrals to the agencies that are relevant to the callers' needs. We coach callers on how to present their situation when they call an agency and problem-solve with them when there are no services available.
19. Crisis Clinic: TeenLink Teen Link operates a confidential and anonymous help line answered by teens for teens. Our trained teen volunteer phone workers take both phone calls and chats from teens in distress. Teen Link also conducts suicide prevention training to youth in schools and in youth organizations. Teen Link empowers youth to make healthy, self-respecting decisions about their lives, supporting their development as fully actualized and productive adults.
20. DAWN: Community Advocacy Program (CAP) DAWN's Community Advocacy Program (CAP) offers holistic wrap-around culturally responsive support with the goal of helping to remove barriers so that survivors and their families can recover from the impacts of experiencing domestic violence. CAP provides ongoing client assistance (including navigating housing, CPS, educational and family law systems), support groups (in English and Spanish), legal, immigrant and CSO support, mental health, and the Children's Domestic Violence Response Team.
21. DAWN: Housing DAWN's Housing Program includes an emergency shelter, hotel voucher program as well as supportive services for 6 units in partnership with DASH,(Downtown Action to Save Housing). DAWN's housing stability support includes ongoing safety planning, advocacy support, financial assistance related to housing stability, i.e. utilities/rent/move-in costs as well as eviction prevention. DAWN's Housing Program includes supportive services for all program participants. All services are free of charge.

22. DAWN: Prevention The KIDS Program will offer psycho-educational support for families exposed to domestic violence. Areas of focus will include understanding domestic violence, individualized safety planning, conflict resolution skills building, emotion coaching, feelings identification and support around expressing feelings in healthy ways, as well as on-going post separation advocacy for the non-abusing parent. The program will include in-home visits as well as group work for kids and the non-abusive parent.
23. Eastside Legal Assistance Program: Legal Services ELAP provides legal services through: 1) Advice clinics where clients receive 1/2 hour (or 3/4 hour for Family and Immigration Law) consultations with a volunteer attorney; 2) Two hour consultations for DV survivors with a DV Staff Attorney, and where appropriate, brief services or full representation; 3) Brief or full representation by a volunteer attorney when needed after a clinic appointment; and 4) the Wills Project where volunteer attorneys draft simple wills, physicians directives, etc.
24. International Community Health Services: Dental ICHS' Dental Clinics increase access to affordable, culturally and linguistically appropriate dental care and related services for low-income, uninsured or underinsured King County residents, particularly those who are limited English proficient immigrants and/or refugees. Funds support the cost of staff time to provide: 1) diagnostic, preventive, and restorative dental services, 2) linkages to other health and human services, 3) oral health education, and 4) enabling services.
25. King County Bar Association: Pro Bono Services Pro Bono Services utilizes the volunteer services of over 1,300 attorneys, paralegals, and community members to provide free legal services to low income clients. We request funding for 2 of our 6 programs, Housing Justice Project (HJP) and Neighborhood Legal Clinics (NLC). Tenants facing eviction are represented by HJP volunteers. Our 35 NLC locations help individuals resolve legal problems affecting basic needs - clients are given advice and guidance and may be referred to other PBS programs.
26. King County Sexual Assault Resource Center: Comprehensive Sexual Assault Services English & Spanish sexual violence advocacy services for child, youth, & adult victims and families. Legal advocates help navigate the legal and criminal justice systems to hold offenders accountable. Case management & advocacy connects victims to services; intensive parent & caregiver psycho-education helps parents, plus 24hr crisis intervention & referrals by trained counselors. City funding supports these advocacy services. KCSARC provides therapy & prevention not included in this proposal.
27. Multi-Service Center: Shelter & Transitional Housing Multi-Service Center's Shelter and Transitional Housing helps families and individuals by providing housing and case management through the following elements: The Family Shelter provides temporary shelter and case management for homeless families. The transitional housing program provides service-enriched housing for homeless single adults in recovery and homeless families.
28. Orion: Employment Services Orion provides case management, vocational assessment, skills training and job placement assistance to individuals with barriers to employment including those who are low income and/or who have disabilities. We provide this through transitional employment or participation in one of our training programs. We also provide direct job placement assistance to community residents. Our businesses and training programs include our Manufacturing Business & Training Program, Office Skills & Customer Service Training Program and Contact Center Training Business & Training Program.
29. Pediatric Interim Care Center: Interim Care of Drug-Exposed Infants PICC's request is for general operating funding for its program of pediatric interim care for drug-exposed and medically fragile infants from communities throughout King County and Washington State. It is the only program providing 24-hour medical monitoring and nursing care to withdraw these infants from their drug-dependency and stabilize them for home care. Case management, caregiver training, and six months' follow-up are also provided.
30. Seattle-King County Dept. of Public Health: SKC Mobile Medical Van The South King County Mobile Medical Van Program provides homeless people with medical and dental

care services, substance use and mental health counseling, as well as enrollment into health care coverage and linkages to community-based social service providers. We request funds to maintain and expand the dental services we provide in six cities across South King County. The funds requested will be combined with other program grants to cover the full cost of dental services.
31. Sound Generations: Meals on Wheels Meals on Wheels provides home-delivered meals and liquid supplements to homebound elders in King County. Through partnerships with 23 satellite sites, and a network of over 350 volunteers, we distribute more than 430,000 meals per year to food insecure and hungry seniors. Along with distributing healthy food, delivery drivers are often the first people to notice a decline in the health of clients and are trained to connect them to the array of services accessible through Sound Generations.
32. Sound Generations: Volunteer Transportation Sound Generations' Volunteer Transportation Program meets the mobility needs of King County seniors by providing a personalized, free, door-to-door transportation service. Over 400 volunteer drivers use their own vehicles to transport seniors to medical and other essential appointments, providing a vital link to community services for people who otherwise might remain home-bound and isolated. The volunteers provide more than a ride to the doctor; they empower seniors to age in place.
33. Sound Mental Health: Child & Family Community Services CCS provides school and community based behavioral health services for children, youth and families with behavioral health; mental health and/or substance use issues. Providing community/school based services creatively engages hard to serve children/youth with complex behavioral health needs. Funding provides services for unfunded families care coordination activities not covered by health plans, teacher consultation, and uncompensated costs associated with community based care.
34. Sound Mental Health: Low Income Counseling Low Income Counseling (LIC) program provides comprehensive assessment, counseling/treatment, care coordination and access to psychiatric services/medication for low income children, individuals and families; with complex behavioral health concerns; who do not have funding; and/or have funding that does not cover complex needs, i.e. outreach, case management, phone support, and crisis services. LIC provides culturally appropriate, individualized treatment and comprehensive care coordination.
35. Sound Mental Health: PATH Homeless Outreach SMH is requesting funding for PATH services, an umbrella name of 6 small contracts that provide outreach activities to serve sheltered and unsheltered homeless persons in SKC. In response to community calls or by conducting street outreach, staff connect with the homeless where they are found and try to engage, assess their needs, and/or connect them to social services and housing. Funds are being requested to increase ability to provide engagement and case management services to individuals.
36. South King Council of Human Services: Capacity Building SKCHS is creating an equitable and inclusive system of human services in South King County. The agency's Capacity Building Program incorporates this vision to support local agencies and regional efforts to elevate the needs of South King County. Individual agency capacity building includes grant writing, connection to resources and program operations support. Regional capacity building includes monthly council meetings, focus groups, and pooling resources to improve efficiencies among agencies.
37. SKC St. Vincent de Paul Stores: Emergency Services We provide rent assistance for those facing eviction and utility assistance for individuals or families with utility shutoff notices. We also provide food, clothing furniture and household items to those in need. Our conference has been serving the community since 1950. We assist all families and individuals in need regardless of creed, ethnic or social background, health or gender.
38. St. Stephen Housing Association St. Stephen Housing Association operates 20 units of temporary housing for homeless families in Kent and Auburn. Families work with Case Managers in two critical areas: increasing income and reducing barriers to

obtaining housing. The program is moving to a more housing first approach, and seeking funding to increase support service capacity. The program serves families with higher barriers and continues case management for 6-12 months after families move into permanent housing.

39. The Auburn Food Bank

The Auburn Food Bank is a volunteer directed organization that provides food, referrals, and emergency assistance to those in need. Home deliveries and financial assistance to keep families in their home are also part of our service.. Services are extended to residents living within the Auburn School District #408 boundaries. These services are provided year round by a coordinated and systematic approach to the collection and distribution of resources in a responsible and a caring way.

40. Treehouse: Graduation Success

Graduation Success is a comprehensive educational initiative that combines Student-Centered Planning and Check & Connect specifically to address needs of youth in foster care. Treehouse Education Specialists partner with caregivers, school staff and an in-school mentor to provide educational support to build each youth's engagement in their education and future. We monitor risk indicators, provide interventions, help youth build problem solving skills, and remove barriers to school success.

41. Ukrainian Community Center of Washington: Refugee Assistance

This program is designed for refugee and immigrant individuals and provides them with education and addresses full spectrum of their needs. Program's staff and service delivery are linguistically and culturally appropriate and reflect the unique needs of the target population. The primary activities include:

1) Cultural Orientation; 2) Intensive Case Management

42. Ukrainian Community Center of Washington: Crisis Family Intervention Program (CFIP)

UCCW intends to continue provide its existing family support services to the Ukrainian/Russian speaking refugees and immigrants of King County, Washington. These services are culturally and linguistically tailored and delivered to meet the needs of the target population and include: Professional Mental Health Counseling and Parenting Education Sessions.

43. YWCA Seattle-King-Snohomish: Children's Domestic Violence

The Children's Domestic Violence Program (CDVP) is the only one of its kind in Washington State. CDVP Advocates work on an individualized level with each child and their non-abusive caregiver during 1:1 home visits. The program includes a culturally-specific, 10-week curriculum composed of activities specifically designed to help children heal from the effects of witnessing domestic violence. Program staffed are based out of our South King County Regional Center in downtown Renton.

44. YWCA Seattle-King-Snohomish: Domestic Violence

The YWCA Domestic Violence Program provides community advocacy, legal advocacy, support groups, and financial education services to adults and youth who are victims/survivors of domestic or dating violence. The program includes culturally-specific services for African-American families/families of color. Part of the Specialized and Integrated Services division of the YWCA, the program is located at our Regional Center in downtown Renton.

45. YWCA Seattle-King-Snohomish: Auburn Transitional Housing

The YWCA Auburn Transitional Housing Program (ATHP) serves homeless families, providing specialized ,culturally-specific services for African-American families/families of color. The program is composed of 12 units of transitional housing, accessible through Coordinated Entry, in the city of Auburn. The core features are intensive case management, advocacy, and housing/employment stability. Families are connected to a broad network of supportive services by external partners when appropriate.

46. YWCA Seattle-King-Snohomish: Emergency Housing

YWCA Emergency Housing Program (EHP) has six units of safe emergency shelter for homeless families with children. YWCA staff provide culturally-specific supportive services and housing navigation for up to 180 days which are intended to be the primary steps in the progress of the family toward long term financial and housing stability. Each family receives case management, advocacy, and referral services addressing basic needs and the search for more stable housing (transitional or permanent).

Direct service delivery costs from in-house programs:

Agency	Program	Amount
COA – Senior Center	Salad Bar to supplement to daily lunch provided by Catholic Community Services. Serve 350-500 meals per week.	\$ 5,000
COA – Parks	Get Up & Get Out Summer Playground program held 4 days a week, at 4 different Park locations (Lea Hill Park, Brannan Park, Cedar Lanes Park and Terminal Park). The programs are in conjunction with the Auburn School District Free Lunch program.	\$16,000
COA – Community Services	Neighborhood Matching Grants awarded create and support partnerships between the City of Auburn and neighborhood groups and organizations to produce neighborhood-initiated planning, organizing and improvement projects.	\$15,000
COA – Community Services	Homeless Task Force Program startup money for upcoming programs related to the task force's action plan	\$20,000
Auburn Valley YMCA	Community Learning Centers	\$20,000
Auburn Valley YMCA	McKinney-Vento/Before & After School Partnership	\$30,000
The South King Housing and Homelessness Partnership (SKHHP)	South King County Housing Planner brings together a network of South King County stakeholders on issues related to affordable housing and homelessness.	\$ 5,000
The Auburn Food Bank	Emergency Housing Vouchers to cover hotel costs for persons requiring short term emergency shelter. Can be requested from agencies or internally.	\$15,000
The Auburn Food Bank	Inclement Weather Shelter free overnight shelter for unsheltered persons during winter months	\$ 5,000
Total:		\$131,000
TOTAL GENERAL FUND DOLLARS:		\$574,300

Comparative Human Services Funding in South King County

Auburn	\$775,000 (1% of GF; also approx. \$90,000 for direct service delivery)
Burien	\$275,000 (1.25% of GF; had previously been at 1%; the extra .25% or \$55,000 is to address homelessness)
Covington	\$126,500 (Covington's Comp Plan recommends 2% of their budget, but they're probably closer to 1% in actual funding)
Federal Way	\$587,164 (no formula)
Kent	\$890,000 (\$7.33/resident)
Renton	\$562,000 (no formula; \$30,000 of which is used for either the parallel funding process, capacity building for agencies, or critical services/TBD)
SeaTac	\$517,000 (1.5% of GF; also \$8,800 for direct services)
Tukwila	\$365,170 (no formula)

Note: Some cities use percentage formulas or cost per resident; some reflect staffing; some include other direct services, etc. - but not all



AGENDA BILL APPROVAL FORM

Agenda Subject:

Proposed CDGB Funding Action Plan (15 Minutes)
(Hinman)

Date:

July 6, 2017

Department:

Administration

Attachments:

[2017 Action Plan](#)

Budget Impact:

\$0

Administrative Recommendation:**Background Summary:**

The Housing and Urban Development (HUD) Annual Action Plan is a requirement of all Community Development Block Grant entitlements to receive their annual fund allocation. The 2017 Action Plan details what projects will be completed using Community Development Block Grant funds in Auburn by the end of the program year.

Reviewed by Council Committees:**Councilmember:****Staff:**

Meeting Date: July 10, 2017

Item Number:

Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

Each year the City of Auburn executes specific actions to implement the goals and strategies of the Consolidated Plan for Years 2015-2019. Actions that will be undertaken in 2017 are outlined in this Annual Action Plan.

The City of Auburn anticipates the receipt of approximately \$428,078 in Community Development Block Grant (CDBG) funds in 2017. Auburn's CDBG funds will be combined with 1% of the City's General Funds which totals the city's Human Services budget. Human Services oversees and is responsible for providing and managing financial resources to more than 30 non-profit agencies that serve the Auburn community, administering the local housing repair program, and developing collaborations among community partners to strengthen the response to residents in need.

The 2017 Action Plan proposes to allocate \$64,000 of CDBG funds to public services. Most of those funds (\$54,000) will be used to provide dental and medical care to uninsured or under insured low income Auburn residents and \$10,000 for employment training.

Approximately \$80,000 of the CDBG funds will be allocated to program administration, which includes planning and citizen participation. The remaining \$280,000 will be allocated to residential rehabilitation and economic development projects.

The City of Auburn is committed to focusing more on achieving solutions to recurring social problems and achieve a greater collaboration among service providers. Overall the implementation of the 2017 Action Plan is progressing as planned and most of the activities listed are underway.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

With the overall goal of reducing the number of people living in poverty within the City of Auburn, the following objectives and outcomes will be employed:

1. Support job training activities as part of an anti-poverty strategy

2. Support low- and moderate-income neighborhoods, and populations with economic and neighborhood development activities, including physical infrastructure.
3. Support accessibility to affordable health care

To accomplish these outcomes and objectives, the City invests in programs that meet the community basic needs, increase self sufficiency, provide economic opportunity and develop a safe community.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

During the past year Auburn has accomplished significant achievement on its programs and impacted the lives of thousands of residents. In 2016 alone, projects funded by the City completed the following:

- Over 50 senior and/or disabled homeowners received housing repair services.
- 12 Auburn small businesses received technical assistance to expand or start up in Auburn benefitting Low to Moderate income areas.
- Over 300 low to moderate income residents received free or low cost medical and/or dental care
- 20 low to moderate income Auburn residents received employment training and supportive services

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Drafts of the Action Plan were made available for public at City Hall and notices of its public view are publicized in the local newspaper.

The City of Auburn in conjunction with the Consortium consulted with multiple public and private agencies during the development of the consolidated plan. Agencies that participated in consultations included: The King County Housing Authority, King County All Home, other government human service providers and nonprofit agencies delivering services in Auburn and the subregion.

In addition to conducting consultations during the development of the plan, the City of Auburn collaborates and works closely with numerous coalitions, committees and government entities.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

7. Summary

Auburn residents along with stakeholders, community partners, service providers and others were consulted during the development of the Action Plan. They provided valuable input that supported to the development of the outcomes and objectives listed in the plan.

The City of Auburn will continue to use all of its funds to support residents of low/moderate income while maintaining a focus on underserved and special populations.

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	AUBURN	
CDBG Administrator		
ESG Administrator		

Table 1 – Responsible Agencies

Narrative

Consolidated Plan Public Contact Information

Erica Azcueta, Human Services Manager

eazcueta@auburnwa.gov

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The City of Auburn consults with multiple public and private agencies during the development of the Action Plan. Agencies that participated in consultations included: The King County Department of Community and Human Services, nonprofit agencies delivering services in Auburn and the subregion as well as City of Auburn internal partnerships.

In addition to conducting consultations during the development of the plan, the City of Auburn collaborates and works closely with numerous coalitions, committees and government entities throughout the duration of the plan in efforts to enhance strategies and systems to meet established goals and objectives on the plan.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The City of Auburn works closely with partnering King County jurisdictions, public housing authorities and health providers to develop systems in order to improve the quality of service and access for low-income residents as well as the community as a whole within the city and throughout the region. Additionally, the City participates in monthly meetings with King County Community and Human Services, Public Health King County, Valley Cities, the Multi-Service Center and King County Housing Authority to review program progress and delivery of services funded through regional efforts. This group has worked collaboratively to fund a full-time position to address housing and homeless related issues in the South King County region.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

In Coordination with the King County CoC, Auburn supported funding programs such as the Valley Cities Landing, Nexus Youth and Families Severson House and the YWCA Auburn Transitional Housing Program. All programs provide housing and supportive services to homeless persons (including homeless Veterans, families, chronically homeless individuals and unaccompanied youth).

Coordinating the CoC is critical to our region's implementation of the King County All Home ten-year strategic plan on homelessness which in turn will help homeless persons meet three goals:

- achieve residential stability
- increase their skill levels and/or incomes

- strengthen their ability to influence decisions that affect their lives

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

All projects receiving CoC funding are required by HUD to apply for support through a local Continuum of Care. For King County, the Continuum of Care encompasses programs and activities within the borders of King County. Each continuum sets funding priorities and need for its community. The King County CoC priorities are set by All Home King County. Auburn staff contribute to the CoC by working collaboratively with All Home on efforts for King County to ensure coordination efforts between the two entities.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	KING COUNTY
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	

Identify any Agency Types not consulted and provide rationale for not consulting

The City of Auburn consulted with all types of organizations that primarily serve the populations focused on in the Action Plan and implemented programs that addressed the greatest need in the community.

The only types of organizations not consulted with were corrections facilities and homeless shelters. The rationale for not consulting with these facilities is that the City does not host either type of organization in the region.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	King County	The goals of Auburn's Strategic Plan overlap with the goals of the CoC to address the needs of homeless residents in the community and reduce the risk of homelessness.

Table 3 - Other local / regional / federal planning efforts

Narrative

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

Citizen participation plays a crucial role in the success of the City's Annual Action Plan. The goals are to hear the community's feedback and recommendations on how CDBG funds should be invested and how services can coordinate to achieve the greatest impact.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ad	Non-targeted/broad community		No comments were received.		

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.420(b), 91.220(c) (1, 2)

Introduction

The City of Auburn anticipates funding for the duration of the Consolidated Plan from

- CDBG
- City of Auburn General Fund allocation for Human Services

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition						
		Admin and Planning						
		Economic Development						
		Housing						
		Public Improvements						
		Public Services	428,078	0	0	428,078	1,500,000	
General Fund	public - local	Public Services	500,000	0	0	500,000	2,000,000	

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how

matching requirements will be satisfied

The City of Auburn relies on CDBG funds to support community and economic development projects and activities in efforts to support low to moderate income populations become self sufficient and sustain affordable housing. However, CDBG funds are not the only source of funds the City uses to support community projects and activities.

The City's general funds are used to support direct services benefitting Auburn's at risk populations in addition to CDBG funds.

CDBG funds do not require matching funds.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

N/A

Discussion

The City of Auburn will use CDBG funds to support all eligible projects and activities that align with CDBG guidelines and regulations.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Ensure a Suitable Living Environment	2015	2019	Non-Housing Community Development		Homeless Prevention and Intervention Economic Opportunity	CDBG: \$66,664	Businesses assisted: 20 Businesses Assisted
2	End Homelessness	2015	2019	Homeless		Homeless Prevention and Intervention	CDBG: \$62,500	Homelessness Prevention: 150 Persons Assisted Jobs created/retained: 15 Jobs
3	Ensure Decent, Affordable Housing	2015	2019	Affordable Housing Public Housing		Affordable Housing Development and Preservation Neighborhood Revitalization	CDBG: \$289,950	Homeowner Housing Rehabilitated: 55 Household Housing Unit
4	Planning and Administration	2015	2015	Planning and Administration			CDBG: \$100,000	

Table 6 - Goals Summary

Goal Descriptions

1	Goal Name	Ensure a Suitable Living Environment
	Goal Description	

2	Goal Name	End Homelessness
	Goal Description	
3	Goal Name	Ensure Decent, Affordable Housing
	Goal Description	
4	Goal Name	Planning and Administration
	Goal Description	

Table 7 – Goal Descriptions

AP-35 Projects - 91.420, 91.220(d)

Introduction

Auburn's Annual Action Plan provides descriptions of proposals of how funds will be prioritized to achieve goals identified in the Consolidated Plan. Projects funded by the City will address the priority needs of providing assistance to prevent homelessness, ensure affordable housing and a suitable living environment. Projects and programs are selected through a competitive application process to ensure optimal quality services is provided to the community in use of the funds.

#	Project Name
1	HOUSING REPAIR
3	ADMINISTRATION
4	HEALTHPOINT
5	Employment Training Program
6	GRCC SMALL BUSINESS ASSISTANCE
7	Sidewalk Improvement Project

Table 8 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The allocations proposed are based on the assessment of Auburn's needs, the resources available in the region, the availability of other funds also focusing on needs, and the purpose of Consolidated Plan funds.

Should CDBG revenues exceed the proposed amount, the additional resources shall be allocated in accordance to the following guidelines:

- Fill gaps in human services primarily healthcare, homeless prevention and intervention and affordable housing accessibility.
- Increase funding for community development projects and activities including housing, community facilities and economic development.

If increases are not significant enough to enhance projects or activities funds may be placed in contingency for programming later in the year or the following program year.

Should CDBG revenues come in lower than anticipated; the City will continue with its planned policy and to the extent allowed reduce funding allocations in physical development projects and administrative activities.

Should CDBG revenues come in less than originally proposed, the City will continue managing the programs with decreased resources to the extent possible and reduce funding allocations

in administrative activities and not public services.

If exceeded revenues are not significant enough to enhance or fund a project, funds may be placed in contingency for programming later in the year or in the next program year.

AP-38 Project Summary

Project Summary Information

1	Project Name	HOUSING REPAIR
	Target Area	
	Goals Supported	Ensure a Suitable Living Environment End Homelessness Ensure Decent, Affordable Housing
	Needs Addressed	Affordable Housing Development and Preservation Neighborhood Revitalization
	Funding	CDBG: \$228,000
	Description	Maintain the affordability of decent housing for very low-income Auburn residents by providing repairs necessary to maintain suitable housing for low income Auburn homeowners.
	Target Date	12/29/2017
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 50 low to moderate income families will benefit from the housing repair program. As the City's largest homeless prevention program, housing repair ensures the sustainability of a safe home for some of Auburn's most vulnerable residents. Of the 50 low to moderate income residents who apply for the program, over half of them are of the senior and disabled population.
	Location Description	n/a
	Planned Activities	Activities include minor home repairs.
2	Project Name	ADMINISTRATION
	Target Area	
	Goals Supported	Planning and Administration

	Needs Addressed	
	Funding	CDBG: \$75,000
	Description	General administration and project management
	Target Date	12/29/2017
	Estimate the number and type of families that will benefit from the proposed activities	n/a
	Location Description	n/a
	Planned Activities	General planning and administration of the CDBG programs include: management of the housing repair program, management of all CDBG related finances, all grant reporting, monitoring of subrecipients and providing guidance of program implementation in Auburn.
3	Project Name	HEALTHPOINT
	Target Area	
	Goals Supported	End Homelessness
	Needs Addressed	Homeless Prevention and Intervention
	Funding	CDBG: \$54,000
	Description	Providing healthcare services which include medical and dental to 235 or more low to moderate income, Auburn residents.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	Over 235 low to moderate income Auburn residents will have benefitted from the proposed activities.
	Location Description	n/a

	Planned Activities	Activities include medical and dental services to residents of Auburn.
4	Project Name	Employment Training Program
	Target Area	
	Goals Supported	End Homelessness
	Needs Addressed	Homeless Prevention and Intervention
	Funding	CDBG: \$10,000
	Description	Provide employment training supportive services to approximately 15 low to moderate income Auburn residents so that at least half of them can find and sustain a job. This project is a public service.
	Target Date	12/29/2017
	Estimate the number and type of families that will benefit from the proposed activities	10 low to moderate income Auburn residents will benefit from the employment training program.
	Location Description	n/a
	Planned Activities	Planned activities include employment training supportive services to Auburn residents.
5	Project Name	GRCC SMALL BUSINESS ASSISTANCE
	Target Area	
	Goals Supported	Ensure a Suitable Living Environment
	Needs Addressed	Economic Opportunity
	Funding	CDBG: \$20,000
	Description	Create economic opportunities by providing the availability and access to counseling and training for approximately 25 Auburn residents who are either trying to sustain or create a small business and collectively generate 10 or more jobs.
	Target Date	12/29/2017

	Estimate the number and type of families that will benefit from the proposed activities	The Green River Small Business Assistance Center will benefit 21 small business owners in Auburn.
	Location Description	417 Ramsay Way, Suite 112 Kent, WA 98032
	Planned Activities	Business classes and technical assistance and individualized supportive assistance for business owners in Auburn to create or expand small businesses.
6	Project Name	Sidewalk Improvement Project
	Target Area	
	Goals Supported	Ensure a Suitable Living Environment
	Needs Addressed	Neighborhood Revitalization
	Funding	CDBG: \$40,000
	Description	The purpose of this project is to reconstruct sections of sidewalk that are in poor condition or pose a risk as tripping hazards. The project will also improve connectivity where sections of sidewalk are missing from the pedestrian network in low to moderate income areas of Auburn.
	Target Date	12/29/17
	Location Description	South Auburn
	Planned Activities	The project will add curb ramps where barriers exist or rebuild existing curb ramps to meet ADA standards.

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City of Auburn intends on distributing funds throughout the jurisdiction.

Geographic Distribution

Target Area	Percentage of Funds

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

n/a

Discussion

Due to the fact that all areas of Auburn have low to moderate income families dispersed throughout the entire City, the City intends on investing throughout the entire jurisdiction to ensure that all populations throughout the region have access to beneficial programs and housing opportunities.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

The City of Auburn will continue to work with service providers throughout the region in coordination to develop systems and strategies to promote their efforts in providing optimal, easily accessible services. The City will work to reduce the number of families in poverty, sustain relationships with employment training agencies, and work to preserve the affordable housing stock in our community.

Actions planned to address obstacles to meeting underserved needs

By establishing a strong foundation of networks between local service providers, stakeholders and government agencies through committees and coalitions, the City will work in partnership to address obstacles and ameliorate barriers to meeting underserved needs. The collaborated organizations will develop detailed strategic plans that will delegate tasks, build systems and ongoing assessment of service delivery.

Actions planned to foster and maintain affordable housing

The City will continue to maintain the affordability of decent housing for low income Auburn residents by allocating over \$200,000 of CDBG funds to the City's Housing Repair Program. The program provides emergency repairs necessary to maintain safe housing for up to 55 Auburn homeowners, many of whom are senior citizens and/or are experiencing barriers safely accessing their homes due to physical disabilities or impairment.

In addition to Auburn's Housing Repair program, the City will maintain affordable housing by continuing to engage and partner with coalitions, committees and other government agencies to integrate and enhance efforts on the issue.

Actions planned to reduce lead-based paint hazards

The City of Auburn will continue to implement U.S. Department of Housing Urban Development (HUD) regulations to protect residents from lead-based paint hazards in housing that is financially assisted by the federal government. The requirements apply only to housing built prior to 1980, the year lead-based paint was banned nationwide for consumers.

Actions planned to reduce the number of poverty-level families

The City of Auburn's actions planned to reduce the number of poverty- level families include but are not limited to:

- Allocating \$10,000 to employment and training programs

- Allocating more than \$65,000 to healthcare services targeted at families who are uninsured or underinsured
- Participate and partner with coalitions, committees and agencies that provide antipoverty services to develop and enhance strategies and efforts to reduce poverty level families
- Supporting the development and sustainability of affordable multi-family housing in Auburn
- Support and continue to fund programs serving families living in poverty

Actions planned to develop institutional structure

The City's planned actions to address the gaps and weaknesses identified in the strategic plan include:

- Maintaining partnerships with and participating in the South King County Homeless Coalition, the Committee to End Homelessness of King County and other regional human service providers, coalitions and committees who address homeless issues. The City will also continue to work collaboratively with partnering organizations and groups to integrate and enhance services to provide optimal services to individuals and families currently experiencing or at risk of homelessness. In addition, the City will allocate more than \$45,000 to emergency shelters and transitional housing and more than \$60,000 to emergency services such as food, financial assistance, clothing and healthcare.
- Take a comprehensive approach to consolidated and comprehensive planning to include all internal City departments, commissions, committees and task force.

Actions planned to enhance coordination between public and private housing and social service agencies

The City of Auburn has heavily contributed and intends to continue cultivating relationships between public and private housing and social service agencies. In addition, the City will continue to participate in collaborations with the South King County Homeless Forum, the South King County Council of Human Services, King County Housing Development Consortium and the Seattle-King County Joint Planners Meeting.

In 2016 the City of Auburn started participating in Affordable Housing Week through the Housing Development Consortium along with other public and private housing agencies in King County to continue our partnerships in providing affordable housing in the region.

Discussion

The expressed goal of the City's Consolidated Plan is to reduce the number of people living in poverty within Auburn. The City intends to give funding priority to programs that in addition to complying with federal regulations and address a priority outlined in the Consolidated Plan are consistent with all of the goals and objectives identified.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(l)(1,2,4)

Introduction

The City of Auburn will use all CDBG funds to support projects and activities benefiting low and moderate income residents. The full allowable amount of funds will be used for Public Services and Planning and Administration with the remaining balance intended for housing rehab services and economic development.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

Discussion

The City of Auburn will continue to use all of its funds to support residents of low/moderate income while maintaining a focus on underserved and special populations.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Matrix

Date:

July 6, 2017

Department:

Administration

Attachments:

[Matrix](#)

[Special Focus Areas Key](#)

Budget Impact:

\$0

Administrative Recommendation:**Background Summary:****Reviewed by Council Committees:****Councilmember:****Staff:**

Meeting Date: July 10, 2017

Item Number:

COUNCIL MATRIX

NO.	TOPIC	Chair	STAFF LEAD(S)	STUDY SESSION REVIEW DATE(S)	COUNCIL DISCUSSION SUMMARY	ACTION DATE
1	Deputy Mayor Selection Ad Hoc Committee Report	Chair DaCorsi		7/10/2017		
2	\$20 Car Tab	Chair Wales		future meeting		
3	Capital Projects Update and Featured Capital Project Discussion	Chair Wagner Chair DaCorsi	Vice Director Snyder	06/12/2017		
4	Community Sustainability Series: Economic and Statutory Considerations for Municipalities	Chair Wagner Chair DaCorsi	Vice Director Snyder	Rescheduled for later this year		
5	IT Update on Digital Parity	Chair Wagner Chair DaCorsi	Vice Director Haugan	09/11/2017		
6	Business Shopping Carts	Chair Peloza Vice Chair Baggett	Director Snyder	6/26/2017		
7	Airport Briefing	Chair Peloza Vice Chair Baggett	Director Snyder	6/26/2017		
8	District Court Briefing	Chair Peloza Vice Chair Baggett	Director Roscoe	6/26/2017		
9	Business Licensing	Chair Peloza Chair Baggett	Vice Director Snyder	8/28/2017		
10	Council Chambers Security	Chair Peloza Chair Baggett	Vice Chief Lee	6/26/2017		
11	First Quarter Financial Report	Chair Baggett Chair Wagner	Vice Director Coleman	6/12/2017		
12	Assistance for Undocumented Residents	Chair Trout-Manuel Chair Wales	Vice Director Hinman	7/10/2017		
13	Human Services Grant Parameters for 2019-2020	Chair Trout-Manuel Chair Wales	Vice Director Hinman	7/10/2017		
14	Staff Resources for Regional Domestic Violence Committee	Chair Trout-Manuel Chair Wales	Vice City Attorney Heid	7/10/2017		
15						

SPECIAL FOCUS AREAS

HEALTH & HUMAN SERVICES	FINANCE & ECONOMIC DEVELOPMENT	PUBLIC WORKS & COMMUNITY DEVELOPMENT	MUNICIPAL SERVICES
HUMAN SERVICES FUNDING PUBLIC WELLNESS DOMESTIC VIOLENCE SERVICES HOMELESSNESS SERVICES AFFORDABLE HOUSING COMMUNITY SERVICES HUMAN RESOURCES MEDICAL COMMUNITY RELATIONS	CITY BUDGET & AMENDMENTS RISK MANAGEMENT EQUIPMENT RENTAL FACILITIES CITY REAL PROPERTY LEGAL DEVELOPMENT INCENTIVES BUSINESS DEVELOPMENT ECONOMIC DEVELOPMENT STRATEGIES	UTILITIES ZONING, CODES & PERMITS INNOVATION & TECHNOLOGY TRANSPORTATION STREETS ENGINEERING CAPITAL PROJECTS SUSTAINABILITY ENVIRONMENTAL PROTECTION CULTURAL ARTS & PUBLIC ARTS PLANNING	POLICE SCORE JAIL DISTRICT COURT PARKS & RECREATION ANIMAL CONTROL SOLID WASTE EMERGENCY PLANNING AIRPORT AIRPORT BUSINESSES SISTER CITIES MULTIMEDIA
Councilmember Trout-Manuel, Chair Deputy Mayor Wales, Vice Chair	Councilmember Baggett, Chair Councilmember Wagner, Vice Chair	Councilmember Wagner, Chair Councilmember DaCorsi, Vice Chair	Councilmember Peloza, Chair Councilmember Baggett, Vice Chair
2017 MEETING DATES March 13, 2017 May 8, 2017 July 10, 2017 September 11, 2017 November 13, 2017	2017 MEETING DATES March 27, 2017 May 22, 2017 June 12, 2017 July 24, 2017 August 14, 2017 September 25, 2017 November 27, 2017	2017 MEETING DATES April 10, 2017 June 12, 2017 May 22, 2017 August 14, 2017 July 24, 2017 October 9, 2017 December 11, 2017	2017 MEETING DATES April 24, 2017 June 26, 2017 August 28, 2017 October 23, 2017 December 26, 2017