



**Human Services Committee
Regular Meeting
March 23, 2026 - 4:00 PM
1 East Main Street
Annex Conference Rm 1
2nd Floor**

AGENDA

CALL TO ORDER

PUBLIC PARTICIPATION

- A. The Human Services Committee Meeting scheduled for Monday March 23, 2026 at 4:00 p.m. will be held in person and virtually.

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Meeting ID: 248 953 040 008

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ROLL CALL

AGENDA MODIFICATIONS

PUBLIC COMMENT

This is the place on the agenda where the public is invited to speak to the Board on any issue.

- A. The public can participate in-person or submit written comments in advance. Participants can submit written comments via mail, fax, or email. All written comments must be received prior to 5:00 p.m. on the day before the scheduled meeting and must be 350 words or less.

Please mail written comments to:

City of Auburn

Attn: Jody Human Services Manager

25 W Main St

Auburn, WA 98001

Email written comments to: jdavison@auburnwa.gov

If an individual requires accommodation to allow for remote oral comment because of a difficulty attending a meeting of the governing body, the City requests notice of the need for accommodation by 5:00 p.m. on the day before the scheduled meeting. Participants can request accommodation to be able to provide a remote oral comment by contacting Human Services Department in person, by phone 253-876-1965, or by email (jdavison@auburnwa.gov).

ANNOUNCEMENTS, REPORTS, AND PRESENTATIONS

- A. Presentation of the 2025 CAPER

APPROVAL OF MINUTES

- A. Discussion and Approval of the February 23rd, 2026 Human Services Committee Meeting Minutes

NEW BUSINESS

- A. Potential meeting with the Federal Way Human Services Committee

SCHEDULE FOR UPCOMING MEETINGS

- A. The next regularly scheduled Human Services Meeting will be held on April 27th, 2026 at 4:00 pm in the Annex Building located at 1 Main Street, Auburn, WA 98001.

ADJOURNMENT

Agendas and minutes are available to the public at the City Clerk's Office and on the City website (<http://www.auburnwa.gov>).



AGENDA BILL APPROVAL FORM

Agenda Subject:

Presentation of the 2025 CAPER

Meeting Date:

March 23, 2026

Department:

Human Services

Attachments:

2025 CAPER

Budget Impact:

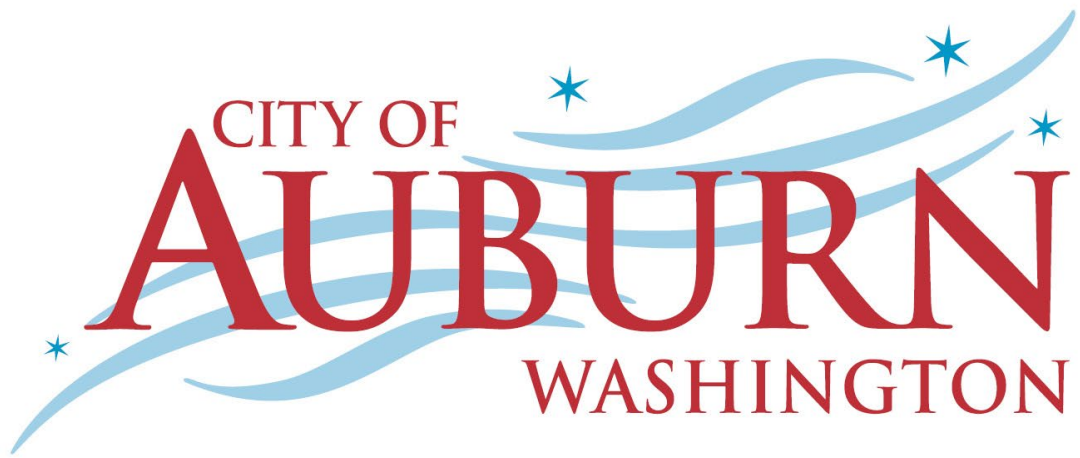
Administrative Recommendation:

Background for Motion:

Background Summary:

Councilmember:

Staff:



City of Auburn
Program Year 2025
Consolidated Annual Performance and Evaluation Report
(CAPER)

Prepared for:
U.S. Department of Housing and Urban Development (HUD)

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CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This section evaluates the progress the City of Auburn (City) made during the Program Year 2025 in carrying out its Strategic Plan and 2025 Annual Action Plan through the use of Community Development Block Grant (CDBG) funds and other City resources. Activities undertaken during the program year were designed to meet HUD national objectives by benefiting low- and moderate-income persons, preventing and reducing homelessness, preserving affordable housing, and improving public facilities and services.

The City focused its resources on high-priority needs identified in the Consolidated Plan, including homelessness prevention, housing stability, and services for vulnerable households. The data below reflects progress made toward achieving these goals.

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

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

Goal	Category	Source and Amount	Indicator	Unit of Measure	Strategic Plan Target	Strategic Plan Actual	Percent Complete	Program Year Target	Program Year Actual	Percent Complete
Goal #1 Affordable Housing	Affordable Housing	CDBG \$15,432 General Fund Apx. \$498,923	Public Service or Activities for Low/Mod	Households People	300 (h) 900 (p)	10,984 (h) 32,844 (p)	100%+	60 (h)	10,948 (h) 32,844 (h)	100%+
Goal #2 Addressing Homelessness	Affordable Housing	CDBG \$350,281 General Fund \$3,521,621 ARPA \$282,020	Home Repair	Households	76	76	100%	65	76	100%+
	Public Housing		Public Facility or infrastructure FOR Low/Mod	Persons Assisted	225	1,560	100%+	1,560	1,560	100%+
	Homeless		Homeless Person Overnight Shelter	Persons	28,590	5,718	20%	5,000	5,718	114%
	Non-homeless Special Needs		Overnight/Emergency Shelter Beds (cold weather)	Bed	225	45	%	45	45	100%
			Other (outreach, Senior Ctr. Veterans Svcs.)	Persons	1,333	1,528	114%	1,528	1,528	100%+
Goal #3 Community and Economic Development	Non-Homeless Special Needs Non-Housing Community Dev.	CDBG \$0 & General Funding \$118,905	Public Facilities or Infrastructure OTHER than Lo/Mod Income	Persons	2,000	700	35%	400	700	100%+
Goal #4 Planning and Admin.	Administration	CDBG \$116,835	Other	Other	0	300	0	0	300	0

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

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

During the Program Year 2025, the City used CDBG funds in a manner consistent with the priorities and specific objectives identified in the Consolidated Plan and the 2025 Annual Action Plan. The City prioritized activities that prevent homelessness, preserve existing affordable housing, and improve access to public facilities and services for low- and moderate-income residents.

Overall, the City’s use of CDBG funds during the program year reflects a targeted, outcome-driven approach that prioritizes the highest-needed populations and aligns with HUD national objectives and locally adopted planning documents.

Summary of Progress Toward Goals

With the addition of local General Fund resources, American Rescue Plan Act (ARPA) funds, Opioid Settlement Funds and other federal investments, the City remains on track with multiple Strategic Plan targets related to homelessness prevention, housing stability, and community development. The City will continue to build on these outcomes in future Annual Action Plans while maintaining a focus on equitable service delivery and housing stability for Auburn residents.

During Program Year 2025, the City experienced operational impacts related to the federal government shutdown and associated delays in Congressional appropriations. The temporary closure of certain federal offices and reduced program support functions resulted in limited access to HUD technical assistance, delays in IDIS processing, slower response times, and uncertainty regarding the timing of grant agreements and funding availability. Although no permanent loss of allocation occurred, the interruption affected project scheduling, reimbursement timing, and subrecipient implementation timelines. The City maintained compliance with all applicable CDBG requirements and continued essential activities to the extent feasible, prioritizing eligible low- and moderate-income beneficiaries while implementing internal contingency measures to mitigate service disruption. Normal operations resumed following restoration of federal funding, and affected activities were re-aligned within the program year to ensure continued progress toward Consolidated Plan goals.

CR-10 - Racial and Ethnic Composition of Families Assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a) with both CDBG Funds and City Resources

Demographics			
RACE	CDBG	CITY FUNDING	ARPA FUNDING
American Indian/Native	0	440	1
Asian	2	6576	1
Black or African American	38	3839	1
Native Hawaiian/Pac. Isl.	28	1883	1
White	10	9401	12
Mixed Race	17	892	0
Unknown	310	21983	0
Latino	0	8425	3
Total	405	53,439	19

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

Narrative

This table provides a breakdown, based on HUD categories, of individuals served during the Program Year 2025 with CDBG funds and City resources. Services provided to Auburn residents include housing rehabilitation, emergency subsistence payments, behavioral health services, fair housing services, emergency shelter, food and access and coordination with additional resources.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	\$1,209,248	\$601,456
General Fund	public - local	\$4,020,544	\$4,020,544
Other	public – federal ¹	\$3,042,927	\$282,020
Total		\$8,272,719	\$4,904,020

Table 3 - Resources Made Available

Narrative

The City purchased a strip mall on Auburn Way North in December 2024 that it had been renting and using for a day and night shelter, resource center, and community court. The \$6 million purchase has allowed the City to better provide direct connections for vulnerable populations with a range of services that support addressing the causes of homelessness and housing instability.

The City used ARPA and Opioid settlement dollars to fund two clean and sober housing programs during 2025. The program provided up to 12 months of stable housing for program participants who meet established goals and improvements during participation.

During the program year, the City made \$8.27 million in total resources available to support housing and community development activities, with \$4.9 million expended to assist Auburn’s most vulnerable residents. While Community Development Block Grant (CDBG) funds support important programs, the majority of investments were supported through local resources. The City’s General Fund accounted for \$4.02 million of expenditures, representing approximately 81.98% of total spending, demonstrating the City’s strong local commitment to addressing housing and homelessness needs. CDBG funds contributed \$601,456, or about 12.26% of total expenditures, supporting a range of eligible housing and community development activities. In addition, \$282,020 in other federal resources were utilized, representing approximately 5.75% of total expenditures during the program year.

Overall, while CDBG represented 14.62% of the total \$8.27 million in available resources, local funding sources continued to provide the majority of direct program investment. These figures illustrate the City’s continued commitment to leveraging federal resources while dedicating substantial local funding to sustain housing stability, homelessness response programs, and

¹ ARPA and Opioid Funds

community services for Auburn residents.

Leveraging

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

The City historically uses CDBG funds strategically to leverage significant local, state, and federal resources in support of affordable housing, homelessness prevention, and housing stability objectives. While CDBG funds alone are insufficient to fully support most community development activities, they play a critical role in strengthening the feasibility, scale, and sustainability of City programs and partner initiatives.

During the Program Year 2025, CDBG funds were leveraged with local general fund dollars, ARPA funds, opioid settlement funds, and other federal resources to expand the capacity and effectiveness of housing stability and homelessness prevention programs.

In total, the City invested approximately **\$4.7 million** in resources to support affordable housing, homelessness prevention and intervention services, employment training, education programs, and the home repair program. These local investments significantly amplified the impact of federal funds and ensured continuity of critical services.

In addition, the City leveraged publicly owned property to address identified community needs by purchasing a commercial property on Auburn Way North for **\$6 million**. This facility now operates as a centralized Resource Center housing emergency shelter, day and night services, a food bank, and coordinated service providers. This investment improves service accessibility, strengthens coordination, and supports long-term housing stability for vulnerable populations.

The City did not have federal matching requirements for CDBG funded projects during the Program Year 2025.

CR-20 - Affordable Housing 91.520(b)

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

Number of Households to be Provided with Affordable Housing Units	One-Year Goal	One-Year Actual
Homeless Households	0	0
Non-Homeless Households	0	0
Special Needs Households	0	0
Total	0	0

Table 4 – Number of Households (supported by City funds and efforts)

As mentioned earlier, the City funds its street outreach team that makes direct contact with individuals who are either homeless or at risk of becoming homeless. The team works with the residents to identify barriers to self-sufficiency, connects individuals to housing, addresses medical and treatment related needs. In 2025, the outreach team assisted 1,420 individuals at the resource center and placed 148 into various types of housing. Households supported through rental assistance, production of new units or rehabilitation activities were assisted using General Fund dollars rather than CDBG funds.

Number of Households Supported Through	One-Year Goal	Actual
Rental Assistance	0	0
Production of New Units	0	0
Rehab of Existing Units	0	0
The Acquisition of Existing Units	0	0
Total	0	0

Table 5 – Number of Households Supported (using CDBG funds)

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

The City's Annual Action Plan did not have any goals of providing direct housing, rental assistance, production of new units or acquisition of existing units in 2025. The City provided 63 households with housing repair services with an investment of \$515,000. The program is the City's largest homeless prevention program which helps low-income residents maintain their housing rather than be forced into homelessness due to high costs associated with home repair. Many program applicants are seniors, individuals with disabilities, or Veterans living on a fixed income. In addition to helping residents remain housed in safer and more accessible housing, the program also helps applicants connect to other supportive programs in the area.

The City contracted with the Auburn Food Bank, who provided 774 families with emergency rental assistance and 33,000 individuals who accessed the food bank during 2025.

The City also contributed to the South King Housing and Homelessness Partners (SKHHP) for the purpose of acquiring affordable housing units. SKHHP is an organization comprised of 11 South King County cities and King County whose mission is to acquire and/or preserve affordable housing units in the region.

Discuss how these outcomes will impact future annual action plans.

The Housing Repair program has been fully operational since the end of the second quarter, 2021. Future service targets are not expected to change. The City funds the home repair program with General Fund dollars and targets CDBG funds to other programs. This plan allows the City to continue to meet the increased demand for home repair requests and continue to protect the vulnerable housed individuals while redirecting CDBG funds to new or more vulnerable programs that are needed to support homelessness services and affordable housing.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	0	0
Low-income	0	0
Moderate-income	0	0
Total	0	0

Table 6 – Number of Households Served with CDBG Funds

Narrative

During Program Year 2025, the City did not use CDBG funds for direct housing construction, acquisition, or rehabilitation activities. As a result, the housing outcome tables reflect no

households assisted through CDBG-funded housing programs.

The City continues to support housing stability through locally funded programs, regional partnerships, and service-based initiatives, while CDBG resources are primarily used to support public services, community development activities, and programs that benefit low- and moderate-income residents.

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

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

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

Homeless Outreach and Needs Assessment

The City does not receive ESG funds. The City is implementing several strategies on the local and regional level to address the issue of homelessness and funds several homeless prevention and intervention programs with its general funds.

In addition, the City co-facilitates a monthly group with the Seattle-King County Coalition on Homelessness called the South King County Forum on Homelessness. This group brings together providers that serve individuals experiencing homelessness to support networking and coordination, skill building, and regular information sharing. In addition to formal consultation with providers during AAP planning times, these meetings allow for informal consultation monthly on a variety of topics. One of the areas the City has focused on, with the support of the King County Library System staff, is internet access and addressing the digital divide for individuals in our community experiencing homelessness. While we have not used our CDBG funds to support broadband access directly, City staff actively engage in information, referral, and planning work to help address the digital divide. The City staff also perform case management services and regularly assist homeless individuals with applications and services that require broadband access.

In 2025, the King County Regional Homelessness Authority (KCRHA) conducted the region’s Point-in-Time-Count using a methodology called Respondent Driven Sampling. This methodology incorporated a robust qualitative interview process. We continue to partner with KCRHA in their strategic planning efforts for the region and locally.

Additionally, the City is an active participant in SKHHP which is made up of 11 cities and King County that are charged with making investments in regional solutions to homelessness and affordable housing. Auburn provides financial, political, and staff support to SKHHP. Using local tax dollars, Auburn contributes to SKHHP’s operational budget and capital budget, Auburn’s

Mayor is the Chair of the Executive Board that leads SKHHP, and Auburn staff provide technical and administrative support to SKHHP functions. Since Auburn played an instrumental role in SKHHP's 2019 formation, the organization has invested over \$15 million in tax revenue toward 740+ affordable housing units. This includes the preservation of 24 two-bedroom units in Auburn serving households earning 30–60% AMI. SKHHP views affordable housing supply as a key solution to solving homelessness and reducing the likelihood of currently housed individuals becoming homeless.

Emergency Shelter and Transitional Housing

The City does not receive ESG funds for an emergency shelter. To address the emergency shelter and transitional housing needs of individuals experiencing homelessness, the City uses its general funds to support several transitional housing and emergency housing programs throughout the South King County region, including within the City of Auburn. Using general fund dollars, the City supports a day center and overnight shelter located within Auburn City limits for individuals experiencing homelessness and drop-in services for homeless youth as well as a food bank. Additionally, the City owns two single-family homes that are used by local nonprofits as transitional housing for homeless families. Per our regional Coordinated Entry process, City staff manage individual and family cases through the coordinated shelter entry system in King County. The City has also been instrumental in partnering with King County to activate Don's Place, which is a hotel that has been converted into permanent supportive housing. The City is afforded direct placement ability into Don's Place outside of the traditional coordinated entry system, allowing the City access for individuals who are more chronically homeless and vulnerable.

Homelessness Prevention and Housing Stability

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

With such proximity to the MultiCare Auburn Medical Center and its psychiatric ward, the City sees individuals who are extremely vulnerable on the streets after discharge. Often these individuals are housed and from neighboring communities but lack access to transportation to get them back home after discharge. Often these individuals suffer from serious mental health challenges and wander the streets of Auburn or become homeless due to their vulnerable conditions. The night shelter often receives these individuals after discharge where the homeless outreach team works to assist individuals who are willing or able, through the housing placement process or home reunification.

The City of Auburn also supports homeless prevention programs including robust employment training and pre-apprenticeship programs, eviction prevention programs that provide financial support and other household assistance, domestic violence advocacy and support, legal assistance programs, and those supporting increased food security and access with general fund dollars.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City of Auburn does not receive ESG funds for programs to help homeless persons. The City of Auburn does invest a significant amount of its general funds to help individuals experiencing homelessness including adults, families, veterans and unaccompanied youth. Funded programs include transitional housing, emergency shelters, family support programs, drop-in centers, and behavioral health services.

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

Actions taken to address the needs of public housing

The City does not currently own or operate any public housing. In Auburn, public housing is administered directly through the King County Housing Authority (KCHA). There are more than 20 multifamily properties in Auburn that are owned and operated by KCHA. As previously stated, King County owns and operates a permanent supportive housing facility in Auburn.

The City does advocate and support public housing in Auburn as well as helping residents understand the application process to gain access to it.

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

Since the City does not administer public housing funds, or have any oversight over public housing tenants, it has no actions directed specifically to public housing residents.

During Program Year 2025, the City and its partners undertook several actions to encourage increased involvement of public housing residents in management decisions and to promote pathways to homeownership. These efforts included meetings with leadership and governance, regular meetings with public housing resident councils to solicit feedback on operations and service delivery, and distribution of information about homeownership readiness programs and financial counseling services. However, the persistently high cost of housing in Washington State, coupled with elevated costs of living including food, utilities, transportation, and other basic needs, continues to create significant financial barriers for many residents. These economic pressures constrain residents' ability to accumulate savings for down payments, qualify for mortgage financing, and participate fully in homeownership initiatives. Despite these challenges, the City remains committed to expanding outreach, enhancing financial education opportunities, and collaborating with nonprofit and housing finance partners to support residents' long-term stability and potential transition to homeownership.

Actions taken to provide assistance to troubled PHAs

Since the City does not administer public housing funds it does not evaluate the status or condition of public housing authorities.

The City's code enforcement officers have a good relationship with our public housing facilities and try to connect the residents and management with resources in supportive services as well as services the City provides.

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

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

In 2019, Washington State made grant funding available to cities who are working on assessing their affordable housing inventory and developing strategies to meet those needs. The City of Auburn applied and was successful in receiving a \$100,000 planning grant. The City is part of a unique collaboration with the cities of Burien, Federal Way, Kent, Renton, and Tukwila who all pooled a portion of these grant funds in order to jointly fund a Sub-Regional Housing Needs Assessment. In 2020, that subregional assessment was completed, and in 2021, the City worked with partners to finalize a Housing Action Plan for Auburn that informs these needs in the immediate future and for the next Housing Element update of the Comprehensive Plan. In 2025, the City continued its planning efforts in this area, working with internal staff, external partners, and consultants, to inform the development of the City's Comprehensive Plan. City Planning staff participate regularly in a South King County Housing group to share data, best practices and build stronger regional data infrastructure.

In 2017-2018, the City of Auburn developed a Climate Action Plan, intended to provide a roadmap for the City to reduce its environmental impacts while strengthening its local economy and increasing community resilience. The Plan identified both operational and community-level strategies for the City to take, many of which the City has made significant progress on. In anticipation of incorporating robust climate change planning into its Comprehensive Plan, the City has hired a consultant to tailor insights and recommendations to the City of Auburn, including the development of a Climate Change Policy Framework which was adopted in Q4 of 2024.

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

The City continues to provide funds to address housing, infrastructure, homeless prevention, economic development and public facility needs. In Auburn and the surrounding South King County area, these continue to be underserved needs so the City will explore ways to leverage additional resources towards addressing these.

The City continues to support partnerships with and amongst our providers, faith community and

schools. City staff attend regular provider networking meetings and are responsible for facilitating the South King County Forum on Homelessness.

As mentioned in the previous section, the City's work on developing a Climate Action Plan helped to identify both hazards and mitigation opportunities related to climate change. Our Plan highlighted the tangible effects on public health and quality of life that climate change will have on Auburn's residents and visitors, including heat stress, air quality, flooding risk, and others. The City has undertaken and continues to advance multiple strategic planning efforts designed to respond to the effects of climate change and increase resiliency in our community. In our Housing Repair program, we have begun to explore how funds could support these efforts by increasing our availability of air filtration systems to respond to smoke events and expanding our prioritization of repairing/replacing heating systems to cooling systems as well. According to data from the National Weather Service, our region has an average of 3.4 days annually with temperatures at or above 90 degrees. Historically, the region averaged approximately 3.4 days annually with temperatures at or above 90 degrees. In recent years, however, the number of high-temperature days has increased, averaging approximately 7.8 days annually between 2012 and 2023. Our program aims to be responsive to the dangers that excessive heat can cause, especially for vulnerable community members. We worked to revise our program procedures during 2024 to ensure that we are better able to support increased resiliency for community members who are facing greater climate hazards. The City continues to focus on weather related events and patterns that have the hardest impact on low-income populations.

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

The City includes language in its contracts that require agencies to comply with HUD Lead-Based Paint Regulations (24 CFR Part 35) issued pursuant to the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. Sections 4831, et seq.) requiring prohibition of the use of lead-based paint whenever funds are used. In addition, the City notifies residents of potential lead-based paint hazards when it is awarded a Housing Repair grant. A copy of the pamphlet – "Protect Your Family from Lead In Your Home" is provided to each Housing Repair client when the City conducts the initial inspection of their home.

The City takes additional measures when the age of the home indicates a possible presence of lead-based paint. Before housing repair work commences, the City contracts with a certified provider to undertake lead paint testing. When work is undertaken in homes with positively identified lead hazards, the City only contracts with RRP-certified contractors who will implement the necessary mitigation and safety strategies. Auburn's Housing Repair Program staff are also RRP-certified.

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

In 2025, the City awarded \$680,000 to human service agencies through its competitive grant funding process.

These funds were awarded to programs across the spectrum of services that support poverty reduction strategies for low-income Auburn residents. Programs include transitional housing, employment training, legal aid, basic necessities, elderly and disabled support programs and

emergency financial support. Most of these programs are partnered with other valuable programs in Auburn that address the needs of poverty level families. These programs help meet community needs with behavioral health services, domestic violence services and early childhood services, among others.

With the purchase of the Auburn Resource Center, the City has created a service hub for residents to access services in Auburn. The Resource center currently operates one day per week and provides assistance to approximately 45 persons per week (2,340/year).

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

The City continues to participate actively in our region’s Continuum of Care and has remained involved in the ongoing regional efforts to develop stronger institutional structure county-wide to prevent and address homelessness through the King County Regional Homelessness Authority. The City also participates in the Affordable Housing Committee of the Growth Management Planning Council, which serves as a regional advisory body. The Committee functions as a point in coordinating and owning accountability for affordable housing efforts across King County.

Throughout 2025, the City continued working in partnership with the municipalities of Burien, Covington, Des Moines, Federal Way, Kent, Maple Valley, Normandy Park, Renton, Tukwila, and King County under the South King Housing and Homelessness Partners (SKHHP). SKHHP jurisdictions are working together and sharing resources in order to effectively address affordable housing and homelessness. This collaborative model is based on similar approaches used in Snohomish County, East King County, and other areas of the country. The purpose of the coalition is to increase the available options for South King County residents to access affordable housing and to preserve the existing affordable housing stock.

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

The City has heavily contributed to 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 Forum on Homelessness, the Seattle-King County Coalition on Homelessness, Seattle-King County Housing Development Consortium and the South King Housing and Homelessness Partners.

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

During the Program Year 2025, the City took multiple actions to address impediments to fair housing identified in the 2025 King County Consortium Analysis of Impediments. Consistent with Goal 1, the City invested in housing stability programs including funding service providers who support rental assistance and partnership with housing service providers to ensure residents have access to fair housing education and legal resources. In alignment with Goal 2, the City supported programs serving persons with disabilities through coordinated entry case management, referrals and planned access improvements in publicly funded facilities.

To advance Goal 3, the City continues to conduct outreach to underserved and marginalized communities through community meetings, engagement with culturally specific organizations to better understand barriers to housing access.

In furtherance of Goal 4, 5 and 6 the City supported development and preservation of affordable housing at or below 80% of Area Median Income through its participation in SKHHP.

Consistent with Goals 7 and 8 Auburn prioritized investments in historically underserved areas through the home repair program, to preserve affordable housing. In support of Goal 9 the City is evaluating the advancement of the section 108 loan to invest in the rehabilitation of the Auburn Resource Center, a public facility allowing the City to better serve its vulnerable populations. Finally in accordance with Goal 10, Auburn tracks and reports annually on progress toward fair housing goals through its CAPER and Consolidated Plan performance evaluation process.

CR-40 - Monitoring 91.220 and 91.230

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

Monitoring activities include onsite and desk monitoring through review of analysis and progress reports and invoice back up details, technical assistance calls and emails. In 2025, the City performed robust in person monitoring and scheduled regular conversations with grantees to support greater ongoing communication and relationship building. The Human Services Committee met with several general fund grantees regarding their programs and services as well as performance.

When subrecipients of City CDBG funds are monitored, notifications and required materials for the monitoring are sent two weeks in advance of the monitoring date. A detailed monitoring tool is used to assess the program's progress, timeliness and adherence to HUD guidelines. After each annual monitoring, a formal letter is sent to the subrecipient detailing the findings or concerns of their monitoring. Each subrecipient is given 30 days to respond to the letter.

The City monitors the agency's compliance with its CDBG contract by requiring the agency to submit quarterly reports that include data on the number of service units provided along with demographic information about their clients. Quarterly reports are cross referenced to the requirements in their contract to ensure the subrecipient is on track to complete contract goals.

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

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

The City’s Citizen Participation Plan, available on the City’s website as well as in paper copy upon request, lays out the timelines and opportunities for public comment on all aspects of CDBG planning and reporting.

The City provides adequate notice at the opening of the 15-day comment period on the CAPER. The notice is provided by wide distribution utilizing the City's vehicles of communication, including posting in the City's paper of record, the Seattle Times. The draft CAPER is also made available on the City’s website and SpeakUpAuburn for electronic access and review.

The City will accept public comments in any form convenient to the public, including written responses, fax and email. The City considers all comments and views received in writing or orally when preparing the CAPER. In 2025, the City continued to use our online outreach tool to support greater online engagement with community members. The website, www.speakupauburn.org, provides an accessible format where community members can submit questions and comments directly. The City created a page devoted to CDBG, which provides an overview of the funding, timeline, and City priorities. It also details the ways in which the City creates opportunities for public participation.

CR-45 - CDBG 91.520(c)

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

The City has not experienced any significant changes in its program objectives. The City continues to improve processes and procedures to bring the program into alignment with its current objectives. The City will maintain focus on preserving affordable housing, addressing and preventing homelessness, and public services.

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

No

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

Not applicable

CR-58 - Section 3

Identify the number of individuals assisted and the types of assistance provided Total Labor Hours	CDBG	HOME	ESG	HO PW A	HTF
Total Number of Activities	7				
Total Labor Hours	3,600				
Total Section 3 Worker Hours	0				
Total Targeted Section 3 Worker Hours	0				

Table 7 – Total Labor Hours

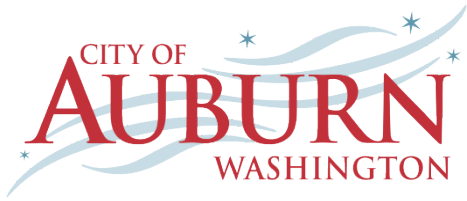
Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers	0				
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.	0				
Direct, on-the job training (including apprenticeships).	0				
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.	0				
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).	0				
Outreach efforts to identify and secure bids from Section 3 business concerns.	0				
Technical assistance to help Section 3 business concerns understand and bid on contracts.	0				
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.	0				
Provided or connected residents with assistance in seeking employment including drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.	0				
Held one or more job fairs	0				
Provided or connected residents with supportive services that can provide direct services or referrals.	0				
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.	0				
Assisted residents with finding childcare.	0				
Assisted residents to apply for or attend community college or a four-year educational institution.	0				
Assisted residents to apply for or attend vocational/technical training.	0				
Assisted residents to obtain financial literacy training and/or coaching.	0				
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.	0				
Provided or connected residents with training on computer use or online technologies.	0				
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.	0				
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.	0				
Other	0				

Table 8 – Qualitative Efforts - Number of Activities by Program (CDBG funded)

Narrative

Section 3 reporting reflects activities funded through CDBG resources during the Program Year 2025. Many housing stability and supportive service programs operated by the City are funded through local resources and regional partnerships and therefore are not reflected in the Section 3 tables above.

Using general funds, the City supported organizations that provided direct financial services to those who were either homeless or at risk of becoming homeless. Both organizations provided supportive services and direct referrals to additional community services.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Discussion and Approval of the February 23rd, 2026 Human Services Committee Meeting Minutes

Meeting Date:

March 23, 2026

Department:

Human Services

Attachments:

February 23, 2026 Human Service Committee Meeting Minutes

Budget Impact:

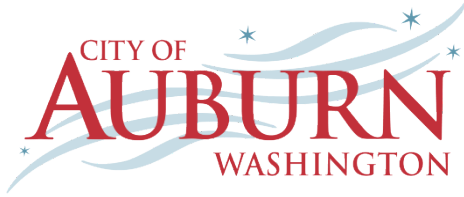
Administrative Recommendation:

Background for Motion:

Background Summary:

Councilmember:

Staff:



**Human Services Committee
Regular Meeting
February 23, 2026 - 4:00 PM
1 East Main Street
Annex Conference Rm 1
2nd Floor**

MINUTES

CALL TO ORDER

The meeting was called to order at 4:01 p.m. in the Auburn City Annex, Conference Rm 1, located at 1 East Main Street, Auburn, WA 98001.

ROLL CALL

Committee Members present: Chair Carmen Goers, Committee members, David Wright, Sue Miller, Heather Wise, Amber Lott, Erica Tomas, Ashley Samuel

Committee Members absent: No Committee Members were absent

Staff present: Human Services Manager, Jody Davison, Christina Alexander and Drew Conley

AGENDA MODIFICATIONS

Discuss the corrected 2026 Annual Action Plan, revised document was distributed to the Committee.

PUBLIC HEARING

Public Comment was opened at 4:04 pm and closed at 4:30 pm. No one came forward to speak at the hearing and no communication was received prior to the meeting.

- A. A public hearing to consider the proposed 2026 Annual Action Plan.

No Public Comments Received

ANNOUNCEMENTS, REPORTS, AND PRESENTATIONS

- A. 2027-2028 Funding Cycle Documents

Motion to adjust the scoring rubric to better align with the cities' goals.

Motion moved by Committee Member Sue Miller, seconded by Committee

Member Amber Lott.
Motion Carried

APPROVAL OF MINUTES

It was moved by Committee Member David Wright, seconded by Committee Member Sue Miller, that the Committee approve the Human Services Committee Meeting Minutes for February 23rd, 2026. Motion Carried.

SCHEDULE FOR UPCOMING MEETINGS

A. The next Human Services Committee Meeting will take place on March 23rd, 2026, at 4:00 PM.

City of Auburn, Annex Building, second Floor Conference Room 1
1 East Main Street, Auburn, WA 98001

ADJOURNMENT

Motion to adjourn Erica Tomas
Seconded by David Wright
Motion Carried

There being no further business to come before the Human Services Committee, the meeting was adjourned at 4:55 p.m.

APPROVED this __ day of _____ 2026.

Human Services Chair, Carmen Goers

Human Services Manager, Jody Davison