CITY OF ANACORTES
CDBG 2019 ACTION PLAN
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Annual Action Plan 2019
Executive Summary

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

1. Introduction

This chapter outlines the City’s one-year Action Plan for 2019, which will further the goals and strategies of the Strategic Plan and is the spending plan for the City’s 2019 Community Development Block Grant (CDBG) funds. The activities in this plan will be accomplished with funds received during this program year under the CDBG program for meeting housing and community development objectives. The allocation for this year’s funding is $108,496. The activities detailed in this section must meet the CDBG National Objectives as outlined in the introduction to the Strategic Plan. The Mayor of Anacortes has designated the Planning, Community & Economic Development Department responsible for the planning, development, and implementation of its CDBG Program.

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.

The goals of this plan include funding supportive services to help individuals and families from becoming homeless, supporting efforts to reduce poverty, constructing public facility upgrades to provide suitable living environments through the removal of architectural barriers to accommodate mobility restricted individuals. The City has elected not to utilize the administration portion of the funding and instead apply the 20% allocation to projects. 2019 proposed funding goals being considered for funding are listed below:

- Public Service - Anacortes Family Center - Homelessness/assist special needs populations - Create suitable living environs - %15 of total allocation = $16,274
- R Avenue Cross Walk in vicinity of 26th Street – include flashing beacons, ramps, fencing, signage = approximately $50,000
- City of Anacortes Municipal Building – Removal of Architectural Barriers Service Counter retrofits (Finance Department & Building Department) = $25,000
- 6 curb cuts located on M Avenue between 3rd and 11th Streets to remove barriers to mobility challenged individuals = approximately $45,222 ($17,222 from 2019 allocation plus $28,000 from previous years)

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

In reviewing activities accomplished with its federal funding from previous years, the City of Anacortes advanced its goals of improving conditions, creating better housing resources and opportunities, and assisting human service organizations in providing effective support services to priority low-income and homeless populations. The projects were selected based on consultation with local agencies and in response to the area’s countywide Continuum of Care Plan. The Anacortes Family Center, recipient of the full public services portion of the annual CDBG, provided that 86% of the 65 households (175 individuals - 96 of which were children) in their program during 2017 successfully graduated from the Family Center program and entered permanent, safe housing with jobs and incomes to support their new lives. The Center received a total of 398 applications for services, a slight increase from the previous year. In 2016, the asbestos abatement project provided safer living environments with the removal and replacement of the flooring in the Harbor House apartment complex. Asbestos floor tiles in the 50 unit housing complex were severely deteriorated and were replaced with new environmentally safe flooring. Exposure to asbestos and broken, cracked tiles create accessibility issues especially for mobility impaired individuals. The City also allocated funding in 2016 to assist the Anacortes Housing Authority with upgrades to the Harbor House apartment complex with the purchase of new appliances. The Housing Authority replaced 40 year old ovens in the Harbor House 50 unit apartment complex with new ovens. The new ovens include operational knobs on the front of the appliance to provide safer, more efficient means of food preparation for the residents. Many residents of this complex are confined to wheelchairs and reaching across hot burners to adjust the heating elements created a potentially dangerous situation for these individuals. In the same complex, HUD funding was used to cover costs of water heater replacement in 8 units. These water heaters had deteriorated and caused leaking which created more issues within the units.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

In deciding the 2019 program year allocations, the City of Anacortes conducted two public hearings (March 25, 2019 and May 6, 2019; originally the city scheduled the 2nd meeting to occur on April 22 but had to reschedule that meeting to May 6, 2019. All notices were published on the website and in the local newspaper and attached for review) and encouraged public comment in conjunction with the CDBG program. The notices for the public hearings were advertised in the Anacortes American and posted in officially designated public places (Municipal Building and City Library). The notice for the 30 day comment period and meetings was posted on the City’s website on March 1, 2019 and published in the local newspaper on March 6, 2019, April 10, 2019, and April 24, 2019. The public comment period began on March 18, 2019 and ended on April 16, 2019.
In addition to the hearings, the City also consulted with local housing and human service providers to obtain input on the Action Plan.

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.

No written public comments were submitted in response to the development of the plan. City Council, during the meeting of March 25, 2019, asked for clarification on the City Hall removal of architectural barriers project. City staff met with Public Works staff to determine the full extent of the project. It was determined that the project would consist only of installation of counters to accommodate individuals with mobility issues and not cover expanded construction adjacent to the counters. This reduced the request from $55,000 to approximately $25,000.

At the City Council public hearing on May 6, 2019, Councilmembers discussed the projects and funding and provided a majority approval of the projects put forth in the Action Plan. One councilmember did not agree with the funding for the City Hall services counters and suggested that funding be applied to the sidewalk curb cuts but the remaining 6 councilmembers voted to approve the 2019 Action Plan at outlined at the meeting be forwarded to HUD. No other comments from the public audience were offered.

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

The City did not reject any views or comments on the development of this Action Plan. One Councilmember voted to not approve the City Hall service counters and instead apply that funding ($25,000) to the city sidewalk curb cuts but the majority vote on this Action Plan was to approve as presented.

7. Summary

The overall goal of the community planning and development programs available from the City of Anacortes with CDBG funding is to assist in the development of affordable housing for low and moderate income households, reduce poverty in Anacortes, assist in creating better living conditions for low income households and provide funding to assist human service agencies serving low-income populations. A review of the projects and activities implemented in program years 2016, 2017, and 2018 demonstrate that the City is making progress in fulfilling its goals. The City intends to continue to work closely with HUD staff to improve performance in timely implementation of identified community development strategies and CDBG administrative activities. The City did not hinder Consolidated Plan implementation by action or willful inaction.
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.

<table>
<thead>
<tr>
<th>Agency Role</th>
<th>Name</th>
<th>Department/Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDBG Administrator</td>
<td>ANACORTES</td>
<td>Planning, Community &amp; Economic Development</td>
</tr>
</tbody>
</table>

Table 1 – Responsible Agencies

**Narrative**

The city of Anacortes is a member of the Skagit County Home Consortium which is comprised of 20 municipalities. Anacortes is a participating CDBG entitlement jurisdiction that administers its own CDBG programs. The planning, development, and implementation of the CDBG program in Anacortes has been designated to the Planning, Community & Economic Development Department by the Mayor of Anacortes.

**Consolidated Plan Public Contact Information**

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City of Anacortes  
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Anacortes, WA 98221  
(360) 293-1907; joanns@cityofanacortes.org
AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The City performed an extensive outreach program to consult and coordinate with non-profit agencies, affordable housing providers, government agencies and other entities.

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 held two public hearings to obtain input from all citizens of the community. The first public hearing was held on March 25, 2019. This meeting provided an opportunity to discuss the objectives of the Action Plan and proposed projects for 2019. The next meeting was to be held on April 22, 2019, but was subsequently continued to May 6, 2019.

The City sent inquiries to various organizations and individuals to obtain current information on pressing needs within the community. Input was received from Community Action Agency of Skagit County, the Anacortes Community Health Council (comprised of representatives of churches, private organizations, social service agencies, city departments and community groups who provide support for Anacortes citizens), the Anacortes Family Center, and the City of Anacortes Housing Affordability & Community Services Committee.

The Anacortes Community Health Council member agencies include: Anacortes Family Center; Anacortes Senior Activity Center; Island Hospital Community Health Resource Center; The Salvation Army; St. Vincent de Paul; Anacortes 100 Food Bank; Christ Episcopal Church; Anacortes United Methodist Church; Anacortes/San Juan Island Chapter of the American Red Cross; Anacortes First Baptist Church; Anacortes Christian Church; Anacortes Police Department; Skagit Senior Information and Assistance; Anacortes Noon Kiwanis Club; Anacortes Boys and Girls Club; Skagit County Youth and Family Services; Pilgrim Congregational Church; Anacortes Housing Authority; Christ the King Community Church; Westminster Presbyterian Church/Dinner at the Brick.

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.

The City incorporates the Skagit County Continuum of Care plans which prioritizes the use of HOME and CDBG funds toward the goals of ending homelessness.

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

The City has coordinated with Skagit County Department of Public Health & Community Services, Skagit County Coalition to End Homelessness, and Community Action through the HOME Consortium efforts. These organizations are responsible for using ESG funds and for administering HMIS (Homeless Management Information System) for service providers operating in the Consortium region. Their goals, strategies, activities and outcomes have been incorporated in the Consolidated Plan.

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

<table>
<thead>
<tr>
<th></th>
<th>Agency/Group/Organization</th>
<th>Community Action of Skagit County</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Agency/Group/Organization Type</strong></td>
<td>Housing</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Services - Housing</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Services-Children</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Services-Persons with Disabilities</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Services-Victims of Domestic Violence</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Services-homeless</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Regional organization</td>
</tr>
<tr>
<td></td>
<td><strong>What section of the Plan was addressed by Consultation?</strong></td>
<td>Housing Need Assessment</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Homeless Needs - Chronically homeless</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Homeless Needs - Families with children</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Homelessness Needs - Veterans</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Homelessness Needs - Unaccompanied youth</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Homelessness Strategy</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Non-Homeless Special Needs</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Anti-poverty Strategy</td>
</tr>
<tr>
<td></td>
<td><strong>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</strong></td>
<td>Participated in multi-agency meetings, one-on-one consultation with staff, board meetings, participated in various committees in which CASC provided input. Anticipate increased coordination of homeless activities and public services.</td>
</tr>
<tr>
<td></td>
<td>Agency/Group/Organization</td>
<td>Anacortes Community Health Council</td>
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<tr>
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</tr>
<tr>
<td></td>
<td><strong>Agency/Group/Organization Type</strong></td>
<td>Housing</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Services-Children</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Services-Elderly Persons</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Services-Persons with Disabilities</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Services-Victims of Domestic Violence</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Services-homeless</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Services-Health</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Services-Employment</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Business and Civic Leaders</td>
</tr>
<tr>
<td></td>
<td><strong>What section of the Plan was addressed by Consultation?</strong></td>
<td>Housing Need Assessment</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Homeless Needs - Chronically homeless</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Homeless Needs - Families with children</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Homelessness Needs - Veterans</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Homelessness Needs - Unaccompanied youth</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Homelessness Strategy</td>
</tr>
<tr>
<td></td>
<td><strong>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</strong></td>
<td>City staff is a member of this organization which meets monthly to discuss the current situation of those in need within the community, case-by-case review of needs, solutions to those needs and other services available to help. Roundtable meetings provide information and resources to improve the coordination of services.</td>
</tr>
<tr>
<td>3</td>
<td>Agency/Group/Organization</td>
<td>Anacortes Housing Authority</td>
</tr>
<tr>
<td>3</td>
<td><strong>Agency/Group/Organization Type</strong></td>
<td>PHA</td>
</tr>
<tr>
<td>3</td>
<td><strong>What section of the Plan was addressed by Consultation?</strong></td>
<td>Public Housing Needs</td>
</tr>
<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>One-on-one consultation and board meetings; outcomes include city/HA working in collaboration to locate property to develop more housing units.</td>
<td></td>
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<tr>
<td>---</td>
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<td></td>
</tr>
<tr>
<td><strong>4</strong> Agency/Group/Organization</td>
<td>ANACORTES FAMILY CENTER</td>
<td></td>
</tr>
<tr>
<td>Agency/Group/Organization Type</td>
<td>Housing Services-Victims of Domestic Violence Services-homeless</td>
<td></td>
</tr>
<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Homeless Needs - Families with children</td>
<td></td>
</tr>
<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>One-on-one consultation and group meetings; working closely with Family Center staff to determine funding, develop transitional housing and locating additional funding options to achieve success.</td>
<td></td>
</tr>
<tr>
<td><strong>5</strong> Agency/Group/Organization</td>
<td>City of Anacortes</td>
<td></td>
</tr>
<tr>
<td>Agency/Group/Organization Type</td>
<td>Other government - Local</td>
<td></td>
</tr>
<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Housing Need Assessment Homelessness Strategy Economic Development Lead-based Paint Strategy</td>
<td></td>
</tr>
<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>Monthly meetings with local groups to determine strategies to address lack of affordable housing within community</td>
<td></td>
</tr>
</tbody>
</table>

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

There were no community agencies that were not consulted. The Home Trust of Skagit is now a CBDO and the city contacted that organization to discuss housing needs.
Other local/regional/state/federal planning efforts considered when preparing the Plan

<table>
<thead>
<tr>
<th>Name of Plan</th>
<th>Lead Organization</th>
<th>How do the goals of your Strategic Plan overlap with the goals of each plan?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continuum of Care</td>
<td>Skagit County Community Services</td>
<td>The Strategic Plan has adopted the major strategies of the 10 year plan</td>
</tr>
<tr>
<td>2016 Comprehensive Plan update</td>
<td>City of Anacortes</td>
<td>Creating a better, coordinated strategy for LMI affordable homes and related issues</td>
</tr>
<tr>
<td>North/West Basin Concept Plan</td>
<td>Port of Anacortes</td>
<td>Creating a better, coordinated strategy for public facilities improvements</td>
</tr>
<tr>
<td>2017 Affordable Housing Strategic Plan</td>
<td>City of Anacortes</td>
<td>Creating a coordinated strategy for the development of affordable homes &amp; community services within the community</td>
</tr>
<tr>
<td>Skagit County Natural Hazards Mitigation Plan</td>
<td>Skagit County</td>
<td>Creating a coordinated strategy for the community in the event of a natural or man-made disaster</td>
</tr>
<tr>
<td>Fiber Optics Installation</td>
<td>City of Anacortes</td>
<td>Creating opportunities to help low income residents connect to broadband services to narrow the digital divide</td>
</tr>
</tbody>
</table>

Table 3 - Other local / regional / federal planning efforts

Narrative

The City coordinated efforts with the County, the Anacortes Housing Authority, the Anacortes Family Center, the Anacortes Community Health Council and the City of Anacortes Affordable Housing & Community Services Committee to share concerns, determine the needs and routes to follow to address the needs.
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

In deciding the 2019 program year funding allocations, the City of Anacortes conducted two public hearings (March 25, 2019 and May 6, 2019) and encouraged public comment on the development of the City’s CDBG Action Plan. The notices for the public hearings were advertised in the Anacortes American and posted in officially designated public places (Municipal Building and City Library). The notices for the 30 day comment period and meetings were posted on the City’s CDBG website on March 1, 2019 and April 22, 2019 and published March 6, 2019, April 10, 2019, and April 24, 2019. The public comment period began on March 18, 2019 and ended April 16, 2019.

In addition to the hearings, the City also consulted with local housing and human service providers to obtain input on the Action Plan.

The impact this had on the goal setting was the need for more affordable housing and living wage jobs. The City plans to work toward achieving these goals utilizing CDBG funding and other funding sources.
Citizen Participation Outreach
<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Mode of Outreach</th>
<th>Target of Outreach</th>
<th>Summary of response/attendance</th>
<th>Summary of comments received</th>
<th>Summary of comments not accepted and reasons</th>
<th>URL (If applicable)</th>
</tr>
</thead>
</table>

Annual Action Plan
2019

OMB Control No: 2506-0117 (exp. 06/30/2018)
<table>
<thead>
<tr>
<th></th>
<th>Public Hearing</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Public Hearing</td>
<td>Non-targeted/broad community Residents of Public and Assisted Housing</td>
<td>The first meeting included a large public audience but no one from the audience provided any comment. Council members discussed the projects as outlined in the summary. The 2nd meeting included discussion of the projects with one Councilmember voting against funding the City Hall Service Counters and instead apply that funding ($25,000) to the sidewalk curb ramp project. The majority of councilmembers voted to approve the plan be forwarded to HUD as presented.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>No written comments on the development of this plan were received. City Councilmembers discussed the proposed projects at the 2 Public Hearings and asked for clarification on the costs to upgrade the service counters. Staff met with Public Facility staff and determined the costs would be reduced as Public Facilities staff would limit the work to counter upgrades only. At the 2nd public hearing, one councilmember voted against the City Hall Service Counter project but</td>
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<tr>
<td></td>
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<td></td>
<td>There were no comments that were not accepted. The single vote against the Service Counter Project was the councilmember believes the funding would serve more individuals using the sidewalk curb ramps.</td>
</tr>
<tr>
<td>Sort Order</td>
<td>Mode of Outreach</td>
<td>Target of Outreach</td>
<td>Summary of response/attendance</td>
</tr>
<tr>
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</tr>
</tbody>
</table>

the majority vote by council was to approve the project as presented be forwarded to HUD

Table 4 – Citizen Participation Outreach
Expected Resources

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

Introduction

The City expects to utilize the entire allocation of $108,496 for program year 2019. It is expected that there is approximately $28,000 in left over funding which will be applied to the sidewalk access curb cuts. This funding will advance the goals of this plan to create better access to
services, and fund supportive services to help individuals and families from becoming homeless and support efforts to reduce poverty.

Anticipated Resources

<table>
<thead>
<tr>
<th>Program</th>
<th>Source of Funds</th>
<th>Uses of Funds</th>
<th>Expected Amount Available Year 1</th>
<th>Expected Amount Available Remainder of ConPlan</th>
<th>Narrative Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Annual Allocation: $</td>
<td>Program Income: $</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Expected Amount Available Year 1</td>
<td>Prior Year Resources: $</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Total: $</td>
<td></td>
<td></td>
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<tr>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>CDBG</td>
<td>public - federal</td>
<td>Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services</td>
<td>108,496</td>
<td>0</td>
<td>28,000</td>
</tr>
</tbody>
</table>

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
Federal funds the City receives through the Community Development Block Grant (CDBG) are used to leverage other federal, state, local and private resources to meet housing and community development needs. While matching funds are not currently required for the City’s CDBG program, the City anticipates that most major projects will be funded primarily through non-CDBG resources.

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

The City has identified core areas where infrastructure improvements are needed to allow easy access for all individuals and in particular, disabled residents and visitors. The work between community involvement and the 2016 Comprehensive Plan update has identified areas through the core downtown that are being proposed for development of a central hub that will include residential development, retail, public services, restaurant, grocery and entertainment establishments that will be easily and safely accessible.

Discussion

Through the development of the 2016 Comprehensive Plan, a unique vision is coming together to create a cohesive, well-laid out community with affordable housing and pedestrian mobility key factors in determining the paths to the central hub as described above. Zoning regulations are being reviewed for changes that will allow greater density, multi-family mixed use development, and greater mobility which will help create more affordable living space within the central hub of downtown.

In addition, one area within the City has been designated an Opportunity Zone. City Planning staff is working to encourage development within this zone that will accommodate and enhance opportunities for the lower income population with this zone as well as throughout the entire community.
Annual Goals and Objectives

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

Goals Summary Information

<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Goal Name</th>
<th>Start Year</th>
<th>End Year</th>
<th>Category</th>
<th>Geographic Area</th>
<th>Needs Addressed</th>
<th>Funding</th>
<th>Goal Outcome Indicator</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Homelessness/Assist Special Needs Populations</td>
<td>2018</td>
<td>2019</td>
<td>Homeless</td>
<td>Tracts 940600 &amp; 940500</td>
<td>Homelessness/Assist special needs population</td>
<td>CDBG: $16,274</td>
<td>Public service activities other than Low/Moderate Income Housing Benefit: 191 Persons Assisted</td>
</tr>
<tr>
<td>2</td>
<td>Public Facilities Improvements/Assist Special Need</td>
<td>2018</td>
<td>2019</td>
<td>Homeless Non-Housing Community Development</td>
<td>Tracts 940600 &amp; 940500</td>
<td>Non-Housing Community Development</td>
<td>CDBG: $120,222</td>
<td>Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 500 Persons Assisted</td>
</tr>
</tbody>
</table>

Table 6 – Goals Summary

Goal Descriptions

<table>
<thead>
<tr>
<th>1</th>
<th>Goal Name</th>
<th>Goal Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1</td>
<td>Homelessness/Assist Special Needs Populations</td>
</tr>
<tr>
<td></td>
<td>Goal Name</td>
<td>Public Facilities Improvements/Assist Special Need</td>
</tr>
<tr>
<td>---</td>
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<td>---------------------------------------------------</td>
</tr>
<tr>
<td><strong>Goal Description</strong></td>
<td>This goal consists of 3 projects - (1) crosswalk to benefit predominantly low income neighborhood; (2) City Hall Service Counters Architectural Barrier removal to accommodate mobility impaired citizens conducting business at City Hall; (3) sidewalk curb ramp access to accommodate the mobility impaired and elderly when using city sidewalks.</td>
<td></td>
</tr>
</tbody>
</table>
AP-35 Projects - 91.420, 91.220(d)

Introduction

The projects chosen are based on HUD criteria that the activity meet at least one of the national objectives (benefit to low and moderately low income persons, aid in the prevention or elimination of slums or blight, and meet a need having a particular urgency) and they meet the criteria established in the City’s Strategic Plan. The City determined that the public services funding be provided to the Anacortes Family Shelter as the Center meets a need of particular urgency by assisting families and women who would otherwise end up living on the streets.

<table>
<thead>
<tr>
<th>#</th>
<th>Project Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Public Facilities Improvement Activities - Crosswalk at 26th &amp; R Avenue</td>
</tr>
<tr>
<td>3</td>
<td>Public Facilities Improvements - City Hall Customer Service Counter Removal of Architectural Barrier</td>
</tr>
</tbody>
</table>

Table 7 – Project Information

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

The City established priorities for allocating resources and long range strategies following a careful assessment of the needs and demographics of the community. A clear priority identified in the analysis is a response to the needs of low to moderately low income families and individuals within the City for safe and affordable housing and basic services such as medical, dental and home energy assistance. Families and individuals in crisis situations need significant services and housing to be able to reach self-sufficiency. Included in this population are the homeless and others with special needs that generally are either priced out of housing or are unable to maintain stable housing.

Improving conditions, creating new housing resources and opportunities, and reducing housing costs to affordable levels represent major means of responding to the needs of the targeted population. The strategies and objectives outlined in the 2018-2022 Strategic Plan reflect these priorities and outline activities designed to alleviate these needs.

The primary basis for allocation of resources is to serve the needs of the low and moderately low income households. Consolidated Plan strategies developed through the community planning process reflect that a significant amount of funds are targeted to projects that benefit the low to moderately low income households. The public services portion provides services and resources to the households in need while the remaining resources are directed to projects that provide safe and stable transitional and permanent housing for families and individuals in need.

A major obstacle to address underserved needs is lack of funding.
AP-38 Project Summary

Project Summary Information
<table>
<thead>
<tr>
<th></th>
<th><strong>Project Name</strong></th>
<th><strong>Target Area</strong></th>
<th><strong>Goals Supported</strong></th>
<th><strong>Needs Addressed</strong></th>
<th><strong>Funding</strong></th>
<th><strong>Description</strong></th>
<th><strong>Target Date</strong></th>
<th><strong>Location Description</strong></th>
<th><strong>Planned Activities</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Public Facilities Improvement Activities - Crosswalk at 26th &amp; R Avenue</td>
<td>Tracts 940600 &amp; 940500</td>
<td>Public Facilities Improvements/Assist Special Need</td>
<td>Non-Housing Community Development</td>
<td>CDBG: $50,000</td>
<td>Construct lighted pedestrian cross walk across R Avenue and approximately 26th Street to provide access from predominantly low income neighborhood to businesses, parks, trails, shopping and transit</td>
<td>6/30/2020</td>
<td>R Avenue is a major roadway in Anacortes and allows traffic to move steadily in or out of the City. R Avenue is banked on either side by predominantly low to moderately low income households and includes a 46 unit Section 8 apartment complex for families. The cross walk will be located near this apartment complex between 27th &amp; 26th Street, which will also accommodate other low income housing units nearby. This addition is being proposed because the roadway is very busy and does not have any lights to stop the traffic and allow for pedestrian crossing. The predominantly low income neighborhood on either side of the road must walk or travel many blocks before getting to a crosswalk to allow access to businesses, bus stops, shopping, nature, trails, and neighbors.</td>
<td>The City will contract with eligible contractor to install lighted/sound pedestrian crosswalk on busy 4 lane road. This will include striping, lights to notify drivers of pedestrian in crosswalk, fencing around median crossing area, curb cuts on 4 sides to accommodate mobility impaired pedestrians access.</td>
</tr>
<tr>
<td>2</td>
<td>Public Facilities Improvements - City Hall Customer Service Counter Removal of Architectural Barrier</td>
<td>Tracts 940600 &amp; 940500</td>
<td>Public Facilities Improvements/Assist Special Need</td>
<td>Non-Housing Community Development</td>
<td>CDBG: $25,000</td>
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</tr>
<tr>
<td><strong>Description</strong></td>
<td>Remove barriers to mobility impaired customers at City Hall Service Counters. Counters are not built at a height to provide service to those doing business within City Hall that are not able to stand.</td>
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<tr>
<td><strong>Target Date</strong></td>
<td>6/30/2020</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Estimate the number and type of families that will benefit from the proposed activities</strong></td>
<td>Presumed benefit to provide adequate service to the mobility impaired. Customer Service Counters in City Hall will be retrofitted to accommodate citizens doing business with City Hall that do not have the ability to stand at a regular height counter</td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>
| **Location Description** | 904 6th Street, Anacortes, WA 98221  
City of Anacortes Municipal Building Services |
| **Planned Activities** | Replace existing customer service counters with height accommodating counters that will benefit individuals with mobility impairment when doing business with the City. |
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

Anacortes is located on Fidalgo Island in Skagit County with 12.5 miles of saltwater shoreline, four freshwater lakes, and 3000 plus acres of city-owned forestlands and city-owned parks. Anacortes is approximately 20 miles from the county seat in Mount Vernon, Washington. A majority of public services available to the citizens of Skagit County are provided in the Mount Vernon area.

The current population of Anacortes is approximately 15,778 citizens (US 2010 Census). Anacortes has one area with a concentration of moderately low to low income households, Census Tract 940600 with 57.6% LMI households. The overall low, to moderately low, income households in Anacortes is approximately 34%.

While Anacortes has one census tract (940600) with the highest concentration of persons living below the poverty level, there are smaller concentrations of low income households interspersed throughout the City. The City establishes priorities for allocating resources and long-range strategies following a careful assessment of the needs and demographics of the community. A clear priority identified in the analysis is a response to the needs of low to moderately low income families and individuals within the City for safe and affordable housing and basic services such as medical, dental and home energy assistance. Families and individuals in crisis situations need significant services and housing to be able to reach self-sufficiency. Included in this population are the homeless and others with special needs who are generally either priced out of housing or are unable to maintain stable housing.

In addition, within the City has been designated an Opportunity Zone, a portion of which lies within this census tract (940600). City Planning staff is working to encourage development within this zone that will accommodate and enhance opportunities for the lower income population with this zone as well as throughout the entire community.

Improving conditions, creating new housing resources and opportunities, and reducing housing costs to affordable levels represent major means of responding to the needs of the targeted population. The strategies and objectives listed in the Strategic Plan reflect these priorities and outline activities designed to alleviate these needs.

The primary basis for allocation of resources is to serve the needs of the low and moderately low income households. Consolidated Plan strategies developed through the community planning process reflect that a significant amount of funds are targeted to projects that benefit the low to moderately low income households. The public services portion is allocated to services that provide multiple benefits to households in dire situations and the remaining resources are directed to projects that provide safe and
stable environments, transitional and permanent housing for families and individuals in need.

Geographic Distribution

<table>
<thead>
<tr>
<th>Target Area</th>
<th>Percentage of Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tracts 940600 &amp; 940500</td>
<td>100</td>
</tr>
</tbody>
</table>

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

These areas contain the highest concentration of low to moderately low households

Discussion

This is where a majority of the public housing complexes are located and the projects put forth for this year’s funding are located in this area. This area is also located between the highway leaving the city and the downtown business core and is adjacent to the marine industrial zoning where many jobs and recreation opportunities are located. This area needs to be improved to allow better access to the businesses, recreation and entertainment to allow better opportunities to the individuals and families living in these tracts. Constructing safer crosswalks that are more convenient will open the busy corridor that connects the lower income neighborhood to the opportunities offered outside of their blocks of homes.
Introduction

The City of Anacortes is committed to promoting safe, affordable housing and reducing homelessness through the City's funding, partnership, and policy efforts.

The City of Anacortes developed an affordable housing action plan to create strategies to work toward the development of affordable housing within our community. The Strategic Plan sets forth the goals, strategies and action items to guide the City in implementing its affordable housing policy and ultimately reduce the barriers to affordable housing.

Actions it planned 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

Actions planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing include the current amendments to the City’s Development Regulations which include:

- Simplifying standards for accessory dwelling units (ADUs) to encourage production (increasing housing supply for renters and income for homeowners);
- Encouraging small-lot single family development with a variety of lot design options (which may have lower purchase prices compared to typical large lot homes);
- Explicitly allowing cottage housing in most zones as a small-scale detached living option;
- Explicitly allowing townhouses as a small-scale attached living option;
- Explicitly defining duplex and triplex as attached living options and allowing a variety of configurations on a single site;
- Providing design standards to these new housing types to ensure livability and neighborhood compatibility;
- Providing flexibility for landscaping and lot coverage standards for multifamily and townhouse development in high-density zones to
increase their economic feasibility;

- Explicitly allowing live-work development to support home-based business owners;
- Expanding allowance of multifamily development to the MS zone and MMU zone (previously CM and CM1);
- Raising base height limits in the CBD and C zones to increase residential (and non-residential) development capacity;
- Establishing a new height bonus for the R4 zone related to small and/or affordable units;
- Adjusting parking requirements for multifamily uses to reduce the costs of construction (often passed on to tenants);
- Providing new bike parking standards to support residents who cannot afford or choose not to own a car;
- Providing new standards for group living developments to encourage their development and support seniors and people with disabilities who are often on fixed incomes;
- Updating and streamlining permitting and processing provisions to shorten development timelines and increase predictability for builders.
- Waivers and reductions in impact fees and general facilities charges for new units that will be reserved for specified lower income levels.

**Discussion**

The City is continuing efforts to develop incentives to creative affordable housing. An example of these efforts include approving a multi-family apartment complex (20 units) to be developed within a single family housing zone. The conditions for this development include the complex must remain affordable for 50 years, all rental units developed must be affordable to and occupied by households with an income of 50 percent or less of the area median income (determined by HUD) as adjusted by family size for Skagit County. The project applicant was also able to request a waiver or exemption for the requirements to pay impact fees for traffic, parks and fire services, permit application fees and general facilities charges for sewer, water, and stormwater. This project is expected to be complete before the end of 2019.
Introduction

Because the City of Anacortes’s annual CDBG grant is minimal, it is difficult to use CDBG for many other purposes than those already identified. However, the City does intend to invest other resources and effort toward the following actions: implementing a strategic plan to create affordable housing, establishing a community services center to provide services to low income residents, developing strategies to assist the chronically homeless with shelter. The City is actively engaged in reviewing and developing strategies to assist the most vulnerable in our community.

The City received an Opportunity Zone designation that encompasses a portion of census tract 940600 and is working to encourage development opportunities that will accommodate and enhance opportunities for the lower income population with this zone as well as throughout the entire community. The City is awaiting new regulations from HUD that will outline the use of CDBG funding to assist in Opportunity Zone development.

Actions planned to address obstacles to meeting underserved needs

The City, through the appointment of the Housing Affordability & Community Services Committee (“HACS”), a City Council committee, established a strategic plan to outline what the needs are and how to address those needs to eliminate the barriers to attaining affordable housing. This plan coordinates the goals of the 2016 Comprehensive Plan with incentives to develop affordable housing and provides a beginning for the City to create a more equitable and healthy community. This Strategic Plan was adopted on November 27, 2017. The City also provides information to housing loan lenders, property managers, and the public about fair housing laws and includes current state and federal information with links to this information on its Planning, Community & Economic Development CDBG website (https://www.anacorteswa.gov/181/Fair-Housing). The City will work in collaboration with the County and the Anacortes Housing Authority in developing fair housing guidelines according to the Affirmatively Furthering Fair Housing rule. The AFFH rule provides a new approach for planning and implementing locally-developed housing goals, actions and strategies to increase choice, mobility, preservation, community revitalization and other collaborative or outreach efforts designed to reduce disparities in access to opportunity and improve fair housing outcomes. This will assist in meeting our statutory obligation to affirmatively further fair housing as required by the Fair Housing Act and will be an immense help for the City in addressing underserved needs.

Actions planned to foster and maintain affordable housing

The City will work in partnership with the Anacortes Housing Authority to secure the resources necessary to rehabilitate the various HA complexes, an important low-income housing resource in Anacortes. The City will also work with the Housing Authority to promote development of more complexes to accommodate the growing wait list for affordable housing. The City appointed Housing
Affordability & Community Services Committee, staffed by City Councilmembers, City staff and citizens will continue to collaborate efforts to work on strategies to eliminate barriers to affordable housing and services within the City. The City is also working to encourage development of affordable housing in the recently designated Opportunity Zone in Anacortes.

**Actions planned to reduce lead-based paint hazards**

Efforts to work on strategies to eliminate barriers to affordable housing and services within the City. The City is also working to encourage development of affordable housing in the recently designated Opportunity Zone in Anacortes.

**Actions planned to reduce lead-based paint hazards**

Code enforcement will address any and all lead based paint issues that may arise; additionally the City will include lead based paint hazard information in community education and outreach.

**Actions planned to reduce the number of poverty-level families**

The Public Services funding to the Anacortes Family Center provides intensive case management and life skills education to assist the households with gaining the skills and resources needed to become fully self-sufficient. The outlook of the community through the work on the 2016 Comprehensive Plan promises to promote more living wage jobs and create a community that would support lower priced housing. This will be accomplished through zoning changes and building incentives which are being developed at this time and expect to be finalized later this year.

**Actions planned to develop institutional structure**

The City is a partner with adjacent and regional jurisdictions in a regional HOME Consortium. The regional HOME Consortium will enhance the resource base for developing more affordable housing and for addressing institutional barriers to creating more affordable housing.

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

The City will support the efforts of the Anacortes Community Health Council and participate regularly in their multi-agency meetings. Active participation in the Council will improve the coordination of the City’s Consolidated Plan goals and the efforts to reduce instability in the lower income community. The Housing Affordability & Community Services committee will work with the public and private housing and social service agencies to develop a strategy to eliminate barriers to affordable housing and services. The HACS Committee completed the Affordable Housing Strategic Plan in 2017 (https://www.anacorteswa.gov/DocumentCenter/View/6370) which is designed to provide pathways to development of affordable housing within our community. The City is also very committed to working...
with agencies to develop a community services center to help people find basic services at affordable rates and the HACS Committee is now working on a strategic plan to address the lack of services available to the lower income community.

Discussion

Funding continues to be the main obstacle to meeting underserved need. Obstacles include lack of sufficient financial resources to adequately address large projects such as permanent housing and shelters. The limit on the public services prohibits the City from adequately providing a greater service to households in need. In addition, not having clear ideas on where the services are located is a barrier to anyone looking for specific services; the efforts of the Affordable Housing & Community Services Committee are expected to eliminate those issues by providing a one stop shopping for services within the City.
Program Specific Requirements
AP-90 Program Specific Requirements - 91.420, 91.220(l)(1,2,4)

Introduction

The primary basis for allocation of resources is to serve the needs of the low and moderately low income households. The 2019 Action Plan allocates the majority of the funding to projects that benefit the low to moderately low income households. The public services portion provides services and resources to the households in need while the remaining resources are directed to projects that provide better access to services for individuals and families in need.

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

100% of the 2019 funding will be allocated to benefit low to moderate low income persons.
Attachments
CDBG OPEN APPLICATION PERIOD
APPLICATIONS ACCEPTED JANUARY THROUGH FEBRUARY 2019
AMENDED NOTICE

The U.S. Department of Housing and Urban Development (“HUD”) awards grants to entitlement community grantees to carry out a wide range of community development activities directed toward revitalizing neighborhoods, economic development, and providing improved community facilities and services. The program provides annual grants on a formula basis to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons. The program is authorized under Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383, as amended; 42 U.S.C.-5301 et seq. The City of Anacortes is an entitlement community and receives approximately $100,000 per year in funding.

Entitlement communities develop their own programs and funding priorities. However, grantees must give maximum feasible priority to activities which benefit low- and moderate-income persons. CDBG funds may not be used for activities which do not meet these broad national objectives.

Eligible Activities

CDBG funds may be used for activities which include, but are not limited to:

- acquisition of real property;
- relocation and demolition;
- rehabilitation of residential and non-residential structures;
- construction of public facilities and improvements, such as water and sewer facilities, streets, neighborhood centers, and the conversion of school buildings for eligible purposes;
- public services, within certain limits;
- activities relating to energy conservation and renewable energy resources; and
- provision of assistance to profit-motivated businesses to carry out economic development and job creation/retention activities.
Ineligible Activities

Generally, the following types of activities are ineligible:

- acquisition, construction, or reconstruction of buildings for the general conduct of government;
- political activities;
- certain income payments; and
- construction of new housing by units of general local government.

The City of Anacortes yearly funding is based on a July 1 through June 30 fiscal year. The funding typically must be expended during that time period. The City holds an open application period beginning in January through February of each year. The Planning Department will accept applications for review of eligibility during this time. Applicants will be notified promptly whether or not their project is eligible. The City will open a 30 day public comment period to obtain citizen input on proposed projects, housing and non-housing needs of the community. The comment period this year is March 18 through April 16, 2019. Two public hearings will be held during regularly scheduled City Council meetings to review the draft Action Plan, review any comments on the selected projects and approve the final Action Plan. The public hearings are tentatively scheduled for March 25, 2019 and April 22, 2019.

City staff will prepare the annual Action Plan which includes the approved projects. This Action Plan is forwarded to HUD for approval no later than 45 days prior to July 1, the beginning of the City’s plan year. HUD confirms receipt and approval of the Action Plan typically by the end of September. Funding for projects is available only after HUD provides approval of the Action Plan and the city and approved subrecipient(s) have a signed contract outlining the scope of work.

If you believe you have an eligible project, complete the initial application located at: https://www.anacorteswa.gov/171/CDBG-Information. You will find the 2019 application and General Allocation Information at this site. If you have any questions, please contact Joann Stewart at 360-293-1907 or joanns@cityofanacortes.org.
NOTICE OF PUBLIC COMMENT PERIOD AND PUBLIC HEARINGS
City of Anacortes CDBG Consolidated Plan:
2019/2020 Action Plan

The Consolidated Plan is the planning and application requirements for the City’s Community Development Block Grant (CDBG), a program administered by the U.S. Department of Housing and Urban Development (HUD). The Consolidated Plan includes a one-year Action Plan that describes how CDBG funds will be used to help the City meet the community development needs, particularly of low-income residents. The draft Action Plan for the 2019/2020 program year will be available for review no later than March 18, 2019.

The 2019/2020 CDBG funding allocation is estimated to be approximately $108,000, based on last year’s funding. The actual amount funded may differ. The purpose of this notice is to announce a 30-day comment period which begins March 18, 2019 and ends April 18, 2019, announce the times and locations of the public hearings for the planning/approval process, and provide locations for public review of the draft Action Plan.

The public and any interested persons are invited to review and comment in writing on the draft Action Plan. Written comments on the draft Action Plan must be received no later than 5 p.m., April 16, 2019, and may be submitted to the City of Anacortes Planning Department, P.O. Box 547, Anacortes, WA 98221 or by email to joanns@cityofanacortes.org. The City considers the views of all citizens, public agencies, and other interested groups in preparing the final Action Plan. A summary of the comments/suggestions received and responses will be listed as an appendix in the final Action Plan.

A copy of the draft Action Plan may be obtained from: Anacortes Planning Department, 904 6th Street, on the website at: https://www.anacorteswa.gov/171/CDBG-Information Anacortes Public Library reference desk, 1220 10th Street, and the Housing Authority of Anacortes, 719 Q Avenue.

The Anacortes City Council will hold two public hearings on the draft Action Plan. The purpose of the hearings is to obtain citizen views and to respond to proposals and questions on the development of the plan before the final adoption and submittal to HUD.

Distribution for funding is allocated as follows:

15% maximum on Public Services
Remainder distributed to Capital/Construction & Housing Projects

The City of Anacortes encourages people with disabilities and language barriers to participate in public meetings. For assistance with special needs, please contact the City Clerk at 360-299-1960 in advance of the meeting.
The time and location of the first public hearing is: Monday, March 25, 2019 at 6 p.m. in the Municipal Building Council Chambers. Topics for discussion: Review draft Action Plan, housing and non-housing community development needs, obtain citizen views.

The time and location of the second hearing is: Monday, April 22, 2019 at 6 p.m. in the Municipal Building Council Chambers. Topics for discussion: Consideration of comments and approval of the draft Action Plan.

Steven D. Hoglund, City Clerk

Date 2-27-19

Posted to Website: March 1, 2019
PUBLISH: March 6, 2019
April 10, 2019

The City of Anacortes encourages people with disabilities and language barriers to participate in public meetings. For assistance with special needs, please contact the City Clerk at 360-239-1960 in advance of the meeting.
NOTICE OF RESCHEDULED PUBLIC HEARING

ANACORTES CITY COUNCIL

2019 Community Development Block Grant (CDBG) Action Plan

NOTICE IS HEREBY GIVEN that the public hearing on the 2019 CDBG Action Plan, previously scheduled for Monday, April 22, 2019, has been rescheduled to Monday, May 6, 2019, at 5:00 PM or as soon thereafter as possible, in the Anacortes City Council Chambers (904 6th St.).

This notice is given in accordance with Chapter 42.30., Revised Code of Washington.

The City of Anacortes encourages people with disabilities to participate in public meetings. For assistance with special needs, please contact the City Clerk at 360-299-1960 in advance of the meeting.
Affidavit of Publication in the matter of AA-1873835

In the Superior Court of the State of Washington In and For Skagit County

STATE OF WASHINGTON
County of Skagit

The undersigned, being first duly sworn on oath deposes that he/she is principal clerk of the Anacortes American, a weekly newspaper. That said newspaper has been approved as a legal newspaper by the Superior Court of Skagit County and is now and has been for more than six months prior to the publication hereinafter referred to, published in the English language continually as a weekly newspaper in Skagit County, Washington, and it is now and during all of said time was printed at an office maintained at the aforesaid place of publication of said newspaper.

That the annexed is a true copy of an advertisement, with publication dates, as it was published in regular issues (and not in supplemental form) of said newspaper commencing with the issue of March 6, 2019 and ending with the issue of April 10, 2019.

That each newspaper was regularly distributed to its subscribers during all of said period and the full amount of the fee charged for the foregoing is the sum of $324.80.

Kathie Ray

Subscribed and sworn to before me this 10th Day of April, 2019
Notary Public and for the State of Washington
Clerk's filing stamp
Affidavit of Publication in the matter of AA-1891619

In the Superior Court of the State of
Washington in and For Skagit County

STATE OF WASHINGTON
County of Skagit ss

The undersigned, being first duly sworn on oath deposes that he/she is principal clerk of the
Anacortes American, a weekly newspaper. That said newspaper has been approved as a legal
newspaper by the Superior Court of Skagit County and is now and has been for more than six
months prior to the publication hereinafter referred to, published in the English language
continually as a weekly newspaper in Skagit County, Washington, and it is now and during all of
said time was printed at an office maintained at the aforesaid place of publication of said
newspaper.

That the annexed is a true copy of an advertisement, with publication dates, as it was published
in regular issues (and not in supplemental form) of said newspaper commencing with the issue
of April 24, 2019 and ending with the issue of April 24, 2019.

That such newspaper was regularly distributed to its subscribers during all of said period and the
full amount of the fee charged for the foregoing is the sum of $48.72.

Clerk

Subscribed and sworn to before me this
24th Day of April, 2019
Notary Public for the State of Washington
Clerk’s filing stamp

Date: April 24, 2019

Annual Action Plan
2019

OMB Control No: 2506-0117 (exp. 06/30/2018)
City Council Minutes – March 25, 2019

Mayor Laurie Gere called to order the regular Anacortes City Council meeting of March 25, 2019 at 6:00 p.m. Councilmembers Eric Johnson, Ryan Walters, Anthony Young, Brad Adams, Bruce McDougall and Matt Miller were present. The assembly joined in the Pledge of Allegiance.

PUBLIC HEARING 2019 CDBG Action Plan Review

Administrative Assistant and CDBG Administrator Joann Stewart summarized the city’s participation in the federal Community Development Block Grant (CDBG) program and presented the city’s draft 2019 Action Plan. Ms. Stewart’s slide presentation was added to the packet materials for the meeting. Ms. Stewart described the schedule for the congressional appropriations, the public comment period for the annual Action Plan, and the second hearing on the draft plan scheduled for April 22, 2019. She also briefly described the project applications received to date. Mr. Walters suggested prioritizing sidewalk curb cut projects over service counter retrofits at City Hall. Mr. Adams asked that staff provide more information on the counter retrofits to help Council determine the relative priority of the two items. Mr. Johnson asked if additional project applications would still be accepted. Ms. Stewart said that additional submissions could be considered and addressed at the April 22, 2019 hearing. Mr. Young thanked Ms. Stewart for her extensive efforts administering the CDBG program for the city for many years. Mr. Miller asked if staff expected substantial changes in the award amount for 2019. Ms. Stewart said there was some indication that the 2019 allocation to Anacortes could be slightly larger than the prior year. Mayor Gere invited members of the audience to comment on this agenda item. No one present wished to address the Council. Mayor Gere left the public hearing open until April 22, 2019.

May 6, 2019 – CDBG PUBLIC HEARING

PUBLIC HEARING 2019 CDBG Action Plan Review and Approval

Planning Director Don Measamer opened the final of two required hearings to consider the proposed projects and the development of the CDBG 2019 Action Plan. He advised that the public comment period began March 18, 2019 and concluded on April 16, 2019. Mr. Measamer said the city did not receive any public comments on the development of the plan. He listed the proposed projects listed in the packet materials: Anacortes Family Center for public services, City of Anacortes Public Facilities for safe crosswalk at approximately 26th Street and R Avenue, City Hall Public Facilities for public service counter revisions in the Finance and Building departments, and M Avenue sidewalk access ramps. Mr. Measamer pointed out that the amount proposed for the counters was lower than previously presented as restroom renovations had been removed. Mr. Measamer displayed photographs of the Finance and Building department public service counters, pointing out the current lack of accessibility for mobility impaired patrons.

Mayor Gere invited members of the audience to comment on this agenda item. No one present wished to address the Council.

Mr. Young expressed appreciation for the city’s efforts to make city services accessible to all citizens and challenged staff to continue along this path. Mr. Walters requested additional details about the R Avenue crosswalk project. Mr. Measamer, Public Works Director Fred Buckenmeyer, and CDBG Administrator Joann Stewart described the crosswalk with flashing beacon, walkway in the median, and sidewalk ramps adjacent to this low income residential area. Ms. Stewart said the improvements that would provide easier and safer access to the east side of R Avenue to reach transit, public trails, etc. Mr.
Walters opined that the $50K requested for that project seemed reasonable but asked how retrofitting two existing service counters could possibly cost $25K. He suggested that sidewalk ramps and crossings would serve a greater number of people. Ms. Moulton inquired about allocating more funding to Skagit Community Action or other groups to provide direct food or rental assistance. Ms. Stewart explained the 15% cap on public service allocation of the city’s CDBG funds.

No one in the audience wishing to address City Council on the Action Plan, at approximately 5:20 p.m. the mayor closed the public hearing.

Mr. Johnson moved, seconded by Mr. Adams, to accept the proposed projects and draft Action Plan for submittal to HUD.

Mr. Walters moved to amend the Plan to cut the award for the counter project from $25K to $10K. The motion died for lack of a second.

Councilmembers confirmed with Ms. Stewart that any funding allocated to the counter project that turned out to be more than the actual cost could be rolled into the sidewalk project, as long as the total change in allocation between projects did not exceed 10% of the city’s total allocation or as long as the city filed an amendment to the Action Plan. Mr. Miller agreed with Mr. Walters that the cost for the counter project seemed high and supported rolling any excess funding into sidewalk ramps.

Vote: Ayes - Young, Adams, Moulton, McDougall, Miller and Johnson. Nays - Walters. Motion carried
# Grantee SF-424's and Certification(s)

**Application for Federal Assistance SF-424**

- **Type of Application**: Application
- **Type of Application**: New
- **Federal Award Identifier**: 0123456789
- **Organizational DNS**: X123456789
- **Organizational DNS**: 0123456789

**d. Address:**

- **Street**: 123 Main Street
- **City**: Anytown
- **State**: AB
- **Zip Code**: 12345

**e. Organizational Unit:**

- **Department Name**: Planning Community
- **Phone**: 123-456-7890

**f. Name and contact information of person to be contacted on matters involving this application:**

- **First Name**: John
- **Last Name**: Smith
- **Title**: Director
- **Telephone Number**: 123-456-7890
- **Fax Number**: 123-456-7899
- **Email**: john@planningcommunity.org
### Application for Federal Assistance SF-424

**Type of Applicant:** Select Applicant Type:

- City or County Government

**Type of Application:** Select Applicant Type:

**Type of Applicant:** Select Applicant Type:

- Other (specify):

**Name of Federal Agency:**

**Catalog of Federal Domestic Assistance Number:**

- CFDA

**Title:**

- Community Development Block Grant

**Competition Identification Number:**

**Title:**

- Community Development Block Grant

**Areas Affected by Project:** Cities, Counties, States, etc.

**Descriptive Title of Applicant’s Project:**

- Public Services—Records safety/24/7 Public services—24/7 Public services safety/24/7 Public sercices community

- Other (specify):

**Supporting Documents:** as needed or agency instructions.

**Add Attachments** | **Delete Attachments** | **View Attachments**
**Application for Federal Assistance SF.424**

18. Congressional Districts Of:
   - *Applicant: KS-004
   - *Project: KS-004

   Add: an additional list of Program/Project Congressional District(s) below:

17. Proposed Project:
   - *Start Date: 07/01/2019
   - *End Date: 07/30/2019

18. Estimated Funding ($):

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<tr>
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<td>Local</td>
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<tr>
<td>Other</td>
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<td><strong>TOTAL</strong></td>
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19. Is Application Subject to Review By State Under Executive Order 12372 Process? (Mark all that apply)
   - [ ] This application was made available to the State under the Executive Order 12372 Process for review.
   - [X] Program is subject to E.O. 12372 but has not been selected by the State for review.
   - [ ] Program is not covered by E.O. 12372.

20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)
   - [ ] Yes
   - [X] No
   - [ ] If "Yes", provide explanation and attach:

21. "By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances and agree to comply with any resulting terms or conditions. I am aware that false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 23, Section 1601)

   \[\text{Signature:}\]

**Authorized Representative:**

- First Name: [Redacted]
- Middle Name: [Redacted]
- Last Name: [Redacted]
- Title: [Redacted]
- Telephone Number: 530-999-1234
- Fax Number: [Redacted]
- Signature: [Signature]
- Date Signed: 07/01/2019

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Annual Action Plan 2019

OMB Control No: 2506-0117 (exp. 06/30/2018)
ASSURANCES - CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0340-0017), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial, and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management, and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States, and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance, and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.

4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.

5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications, and will furnish progress reports and such other information as may be required by the assistance awarding agency of State.

6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

8. Will comply with the Intergovernmental Personnel Act of 1970 (2 U.S.C. §§4728-4753) relating to provisions for merit systems for personnel funded under one of the 15 salaries or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 559.10 Subpart F).

9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §9871, et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

10. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color, or national origin; (c) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1682, and 1068-1068), which prohibits discrimination on the basis of sex; (d) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §754), which prohibits discrimination on the basis of handicap; (e) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (f) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (g) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (h) §§223 and 527 of the Public Health Service Act of 1942 (42 U.S.C. §§208 and 620e-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (i) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental, or financing of housing; (j) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
11. Will comply, or has already complied, with the requirements of Title II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchase.

12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§5501-5508 and 7321-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.


14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-394) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-192); (b) Executive Order 11514; (c) notification of violating facilities pursuant to EO 11738; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1969, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).


18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1980 and OMB Circular No. A-133. "Audits of States, Local Governments and Non-Profit Organizations."

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

<table>
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<th>SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</th>
<th>TITLE</th>
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<td>5/4/2019</td>
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SF-4246 (Rev. 7-87) Back
Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

Citizen Participation – It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan – Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan – It is following a current consolidated plan that has been approved by HUD.

Use of Funds – It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee determines are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force – It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.
CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing – The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan – It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

Anti-Lobbying – To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. No funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall comply and disclose accordingly.

Authority of Jurisdiction – The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan – The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction’s consolidated plan.

Section 3 – It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701s) and implementing regulations at 24 CFR Part 135.

Signature of Authorized Official: __________________________ Date: 5/7/2019
Title: __________________________
Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, I, K and R.

Compliance with Laws -- It will comply with applicable laws.

Signature of Authorized Officer: ___________________________  
Date: 5/7/2019

Title: Director
APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification
This certification is a material representation of fact upon which reliance was placed when this transaction
was made or entered into. Submission of this certification is a prerequisite for making or entering into this
transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required
certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for
each such failure.