



**TO:** Elizabeth Pauli, City Manager  
**FROM:** Felicia Medlen, Housing Division Manager, Community and Economic Development  
Jeff Robinson, Director, Community and Economic Development  
Allyson Griffith, Director, Neighborhood and Community Services  
**COPY:** City Council and City Clerk  
**SUBJECT:** Resolution to set April 23, 2024 Public Hearing Date for Draft Tacoma-Lakewood HOME Consortium 2024 Annual Action Plan  
**DATE:** April 9, 2024

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**SUMMARY AND PURPOSE:**

The Community and Economic Development & Neighborhood and Community Services departments request that a Public Hearing be set for April 23, 2024, on the Draft Tacoma-Lakewood HOME Consortium 2024 Annual Action Plan (AAP) for Housing, Community and Economic Development, and Public Services.

**BACKGROUND:**

**This Department’s Recommendation is Based On:**

The City’s obligation to submit an AAP to the federal Department of Housing and Urban Development (HUD) as required to receive entitlement funding. The AAP outlines the uses of Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG) funds. The AAP also includes the distribution of funds to the City of Tacoma’s HOME Consortium partner, the City of Lakewood.

The City of Tacoma has drafted a spending plan for the following estimated grant amounts to be received from HUD for program year 2024:

- CDBG: \$2,393,848
- HOME: \$1,458,355
- ESG: \$209,987

Funding recommendations for the allocations stated above are incorporated into the AAP. The AAP is required by HUD in order for the City to receive its entitlement funding. Recommendations for CDBG Community and Economic Development projects are made by the Tacoma Community Redevelopment Authority (TCRA). Recommendations for CDBG Public Services and ESG projects are made by Neighborhood & Community Services (NCS) staff with input from the Human Services Commission and the Tacoma/Lakewood/Pierce County Continuum of Care.

The AAP also allocates HOME funds to be administered by the TCRA in support of Affordable Housing projects. Projects are identified during a competitive notice of funding availability (NOFA) led by the TCRA.

On April 30, 2024, staff will present the AAP to City Council and seek final action on its submittal to HUD. Prior to seeking final action from City Council on submitting the AAP to HUD, the City is required to provide opportunity for public comment.

**COMMUNITY ENGAGEMENT/ CUSTOMER RESEARCH:**

During a 30-day period, beginning on March 29, 2024, and ending on April 29, 2024, the public is invited to make comment in writing or in person at a public hearing before the City Council. The purpose of this memo is to set the date for that hearing on April 23, 2024. To notify the public, the City publishes a legal ad in The News Tribune summarizing the contents of the draft AAP and outlining instructions for submitting written or verbal comment.



The draft AAP is published for review at [cityoftacoma.org/conplan](http://cityoftacoma.org/conplan).

As a HUD grantee, the City is required to provide a summary of comments received and why the comments were accepted or rejected when submitting the AAP. The City’s requirements for seeking public input on the AAP are outlined in the City’s Participation Plan.

**2025 STRATEGIC PRIORITIES:**

**Equity and Accessibility:**

The intention of these funds is to deliver services to the City’s most vulnerable persons, households, and business owners. The City is required to provide public comment opportunity on the spending plan outlined in the AAP before submitting the AAP to HUD as required for the receipt of federal grant funds.

**Civic Engagement:** *Equity Index Score: Moderate Opportunity*

Increase the percentage of residents who believe they are able to have a positive impact on the community and express trust in the public institutions in Tacoma.

**Explain how your legislation will affect the selected indicator(s).**

In accordance with the City’s Participation Plan, a summary of the AAP and instructions for submitting public comment are published in the newspaper at least 30 days before final Council action on submitting the AAP to HUD. The City Council also allows verbal comment on the AAP at a regularly scheduled Council meeting. This public comment opportunity takes the place of a formal public hearing. A summary of public comments and why the comments were accepted or rejected will be attached to the AAP prior to its submission to HUD.

**ALTERNATIVES:**

Alternative(s)	Positive Impact(s)	Negative Impact(s)
1. Not hold a public hearing		This alternative would put the City out of compliance with its Community Participation Plan and cause the City to not submit the AAP to HUD as required for the receipt of federal grant funds.
2. Hold a hearing on a later date	May allow additional time for the public to review the plan before providing comments.	This alternative would result in a hearing date occurring outside the comment period window which would put the City out of Compliance with its Community Participation Plan

**EVALUATION AND FOLLOW UP:**

Each program funded during the 2024 program year will track the demographic information of persons, households, and/or businesses served. Program outcomes and expenditures will be reported in the City’s Consolidated Annual Performance and Evaluation Report.

**STAFF/SPONSOR RECOMMENDATION:**

Staff recommends setting the date for the public hearing on April 23, 2024, as part of the public comment period required by the City of Tacoma’s Participation Plan.



**City of Tacoma**

**City Council Action Memorandum**

**FISCAL IMPACT:**

No fiscal impact for the public hearing.