



3/27/2024

**BLOCK GRANT ADVISORY COMMITTEE AGENDA
COUNCIL CHAMBERS - 210 W. 6TH AVE
PUBLIC CALL INTO MEETING 509-585-4566**

4:00 PM

- 1. CALL TO ORDER:**
- 2. ATTENDANCE:**
- 3. APPROVAL OF MINUTES:**
 - a. Review and approval of the February 28, 2024 minutes
- 4. OPEN ISSUES:**
- 5. NEW BUSINESS:**
 - a. Addition of Project for 2024 Annual Action Plan
- 6. ADJOURNMENT:**

DRAFT
CITY OF KENNEWICK
CDBG COMMITTEE
February 28, 2024

1. CALL TO ORDER:

Ron Hue called to order the meeting of the Block Grant Advisory Committee at 4:00 p.m. on February 28, 2024 in the City Hall Council Chambers.

2. ATTENDANCE:

Members Present

Ron Hue, Chair
Bobbie Littrell, Vice Chair
Bruce Donner
Vel Wright
Carlo D'Alessandro
Jim Millbauer, Councilmember
Kylie Peel, Staff Liaison

Members Excused/Absent

Jerry Martin (*unexcused*)
Christy Watts (*unexcused*)
Christina Palmer, M.S Director (*excused*)

3. APPROVAL OF MINUTES:

Ron Hue opened the discussion on the August 23, 2023 minutes and asked for a motion. Bruce Donner motioned for the minutes to be approved as written. Vel Wright seconded the motion – vote approved unanimously.

Ron Hue opened the discussion on the September 28, 2023 minutes and asked for a motion. Bruce Donner motioned for the minutes to be approved as written. Vel Wright seconded the motion – vote approved unanimously.

4. OPEN ISSUES:

None.

5. NEW BUSINESS:

2023 Project Updates – Kylie Peel gave a brief update of the 2023 projects stating that all public services have been closed out. Finishing touches on the installment of HVAC units for Domestic Violence shelter is being completed this week and the splash pad project with Parks Department is scheduled to begin construction in early March with a completion date aiming around late May.

There was a short discussion about the idea to have Kylie bring in photos and give updates to the committee during the scheduled meeting to show progress being made through out the year.

6. COMMITTEE COMMENTS/DISCUSSION:

None.

7. ADJOURNMENT:

The meeting adjourned at 4:26 p.m.

The next scheduled meeting is set for March 27, 2024 at 4:00 p.m.



Leading the Way

Community Development Block Grant Staff Report

Council Date: TBD

Staff Contact: Kylie Peel

Agenda Item: Project Addition to the 2024 Annual Action Plan

The City is entitled to utilize CDBG funds to carry out a number of activities that meet HUD's three National Objectives. The activities must satisfy one or more of the following criteria:

- Provide a benefit to low- and moderate-income persons; OR
- Prevent or eliminate slums or blight; OR
- Meet an urgent community need (disaster) that threatens the health or welfare of residents

In 2020, HUD released guidelines with CARES Act funding that granted Cities the opportunity to streamline the procurement process. Instead of releasing a request for projects, the City had the flexibility to seek partnerships with non-profit organizations to fulfill public service needs.

We currently have \$12,679 remaining in CARES Act funding. Meals on Wheels has identified additional needs that would qualify for these remaining funds. After review, it has been determined that adding the project to the City's 2024 Annual Action Plan will not necessitate a substantial amendment. Since the plan has not been submitted to HUD, we can proceed with planned activities and projects without the need for significant alterations.

All projects that are funded by the CARES Act grant must be tied back to how our local government is taking steps to prevent, prepare and respond to COVID-19. In 2020, HUD released a notice approving boxed meal delivery as an eligible service due to the increase in homebound senior citizens in the wake of the COVID-19 pandemic.

The proposed project provides funding for continuation of supporting Meals on Wheels COVID-19 clientele of providing 2 or more fresh and/or frozen meals to homebound senior citizens who are being quarantined due to COVID-19 every week. The project will also fund a new walk-in freezer, storage and shelving to centralize meals for COVID-19 clients.

Once the CDBG Committee reviews and approves the project addition, it will then be presented to the City Council for final approval to the Annual Action Plan. This process ensures that all projects align with our strategic goals and meet the necessary criteria before implementing the project.

Community Development

210 W. 6th Avenue • PO Box 6108 • Kennewick, WA 99336-0108
(509) 585-4432 • kylie.peel@ci.kennewick.wa.us



Request for Funds

Mid-Columbia Meals on Wheels & City of Kennewick





The Request

We urgently seek your support to make a significant impact on the lives of our community's vulnerable, immune compromised, seniors. Our request is simple yet vital: We kindly ask the City of Kennewick to grant us \$13,000 of CV funding for the continued nutrition, support and safety of our homebound, at-risk, senior clientele.

The additional funding will be utilized to:

- Finalize the remaining purchasing costs, \$7,000, of a much-needed new walk-in freezer. As our area population continues to increase, so does the demand for senior nutrition support. Increases in population have led to an increased need in frozen meal production and storage. Every at-risk homebound Meals on Wheels senior receives a minimum of two frozen meals each week. The new freezer will support our mission of ensuring all at-risk seniors are provided daily nutrition and a wellness check without having to leave the safety of their home.
- Utilize \$6,000 to build storage & shelving to centralize Covid-19 approved Personal Protective Equipment. This will help to ensure staff, volunteers, and clients remain protected and safe from infectious illnesses.



The Impact

- A remarkable 92% of home delivery recipients attested that our meals empower them to make healthier and more balanced dietary choices.
- An astounding 95% of those we serve affirm that Meals on Wheels is the cornerstone of their continued independence.
- An overwhelming 86% of our beneficiaries express that our services are a lifeline, helping them forge vital social connections, reducing feelings of isolation.
- This is not just a service; it's life-saving.

The Recognition

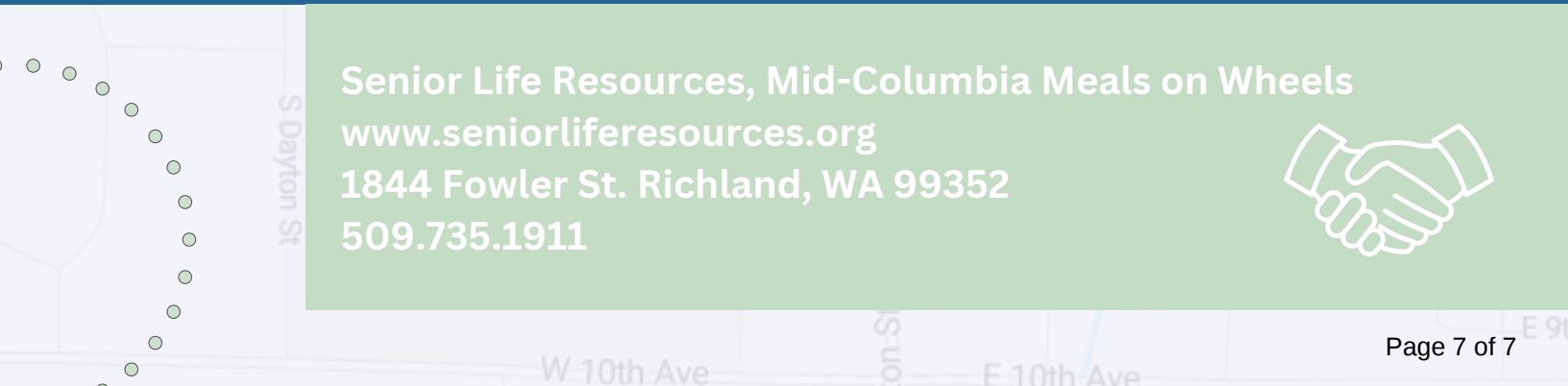
With the City of Kennewick supporting our mission to preserve and enhance the quality of life at home, with dignity and care, we will be able to safely reduce COVID-19 and other infectious disease exposures to already vulnerable seniors.

In thanks of your support, Meals on Wheels will spotlight the City of Kennewick on social media and in our monthly newsletter.



THANK YOU.

Our sincere gratitude goes out to the City of Kennewick for your support of the Meals on Wheels Program and your passion for our community! We would be honored to partner with you to continue to prioritize safety for our homebound at-risk senior population. We appreciate your consideration for the additional funding.



Senior Life Resources, Mid-Columbia Meals on Wheels
www.seniorliferesources.org
1844 Fowler St. Richland, WA 99352
509.735.1911

