



**LACEY CITY COUNCIL  
WORKSESSION  
THURSDAY, JUNE 24, 2021  
4:00 – 5:30 P.M.  
REMOTE ATTENDANCE**

To comply with Governor Inslee's Proclamation 20-28, the City Council Worksession will be conducted remotely, not in-person. However, you may view the meeting by watching live through Zoom:

Link: <https://us02web.zoom.us/j/84730312288>

The public may also listen to the meeting via telephone by dialing toll-free:

**(888) 788-0099** or **(877) 853-5247** - when prompted enter Webinar ID **847 3031 2288**

---

---

**AGENDA**

**4:00 SENIOR SERVICES FOR SOUTH SOUND PROPOSAL  
HOME SHARE PROGRAM**

*SHANNON KELLEY-FONG, ASSISTANT CITY MANAGER  
(STAFF REPORT)*

**4:30 GREG CUOIO PARK & GREENWAYS MASTER PLAN**

*JEN BURBIDGE, PARKS, CULTURE, & RECREATION DIRECTOR  
JULIET VONG, VICE PRESIDENT HBB LANDSCAPE ARCHITECTURE  
(PRESENTATION)*

**5:00 COUNCIL/COMMITTEE MEETINGS**

*SCOTT SPENCE, CITY MANAGER  
(DISCUSSION)*

**5:30 ADJOURN**



## LACEY CITY COUNCIL WORKSESSION June 24, 2021

**SUBJECT:** Home Share Program

**RECOMMENDATION:** Provide funds to Senior Services for South Sound to support the Home Share program with \$95,000 from assigned general fund reserves. Funding would be used to support Home Share.

---

**STAFF CONTACT:** Scott Spence, City Manager <sup>SS</sup>  
Shannon Kelley-Fong, Assistant City Manager <sup>SKF</sup>

**ORIGINATED BY:** City Manager's Department

**ATTACHMENTS:** 1. [Home Share Budget](#)

**FISCAL NOTE:** A total of \$95,000 would be drawn from assigned general fund reserves.

**PRIOR REVIEW:** City Council Worksession, May 13, 2021

---

### **BACKGROUND:**

In Thurston County, low-income seniors are finding it increasingly challenging to find affordable housing or remain in their homes due to rising costs of homeownership.

Senior Services for South Sound ("Senior Services") requested funds from the City of Lacey ("City") to help establish a Home Share pilot program. The Home Share program is a living arrangement where home providers offer accommodation to home seekers in exchange for an agreed upon level of support in the form of financial contributions, assistance with household tasks, transportation, companionship, or any combination of the above. Home providers and home seekers derive benefits from home sharing through reduced housing expenses, increased independence, and the ability to age in place. To be eligible for the program either the home seeker or home provider need to be a senior 55 or older. Senior Services would provide match-making services between home sharers and home seekers.

This would include performing criminal background checks, compatibility assessments, and regular check-ins once placed.

Senior Services is requesting funds to support a full-time Home Share Manager and half-time administrative support person, see **Attachment 1**. This funding would serve as a pilot, or bridge funding for 2021 and into 2022 to start-up the Home Share program. In the future, Senior Services intends on seeking long-term funding from a combination of support from the Regional Housing Council (RHC), as well as funding from other governmental, private, and non-profit sources.

In 2021, Senior Services will receive around \$16,000 of CDBG funds from the city of Tumwater; however, these resources are restricted for use by Tumwater residents. Senior Services will also be receiving \$50,000 from the RHC for this program. With this funding from Tumwater and RHC, Home Share would need around \$29,000 to fund one-year of the program.

If the City were to provide \$95,000 for this program, in addition to the funds allocated through Tumwater's CDBG and RHC funds, Senior Services would be able to administer the Home Share program for 20.5 months. Senior Services will continue to work with other private and public partnerships to acquire additional funds for this program. Per the proposal by Senior Services, long term funding for Home Share "will come from a combination of support from the Regional Housing Council (RHC), as well as dedicated funds from municipalities through CDBG or other sources." In addition, Senior Services indicated that they would be looking at securing private funding for this program as well. If desired by the City Council, the City could consider obligating additional funds in 2022 if Senior Services is unable to bridge this gap in funding.

As part of a pilot program, Seniors Services would develop robust performance measures to evaluate the effectiveness of the Home Share program over time.

Home Share staff intends to spend initial efforts on community outreach on the program to existing non-profit and governmental partners, in addition to promoting the program through Senior Services programs. Key attention will be given to entities like the Family Support Center, Cielo, Thurston Food Bank, Catholic Community Services and numerous other social service partners to spread information about this program to their clients.

For more detail on the Home Share program, see the materials provided at the May 13, 2021 Lacey City Council Worksession meeting, [here](#).

---

## **ADVANTAGES:**

1. Policy 1 of the City of Lacey's [Affordable Housing Strategy](#) is to "Help People Stay in Affordable Housing." The Home Share program provides a unique opportunity to increase affordable housing options in Lacey, as well as the greater community, in particular for seniors.

2. Obligates \$95,000 in one-time funds from assigned general fund reserves. This would help support 20.5 months of Home Share programming. The City can determine if it wants to continue to support this program beyond these funds at a later time.
- 

**DISADVANTAGES:**

1. None identified at this time.

## Projected Year-1 Pilot Budget:

(It is expected that Year 2 will be comparable)

	<b>Home Share Manager and Admin support</b>
Salary (based on \$19 per hour for a 1.0 manager and \$16 per hour for a .50 admin assistant.)	\$ 56,160
Benefits	\$ 19,396
Rent subsidy/Transition times (Roughly \$1,000 a month that will scale with the number of placements)	\$ 12,000
Admin Overhead (payroll, audit)	\$ 5,784
Operating and Outreach Supplies	\$ 3,000
Staff Travel	\$ 2,250
Office Supplies	\$ 350
Communications	\$ 450
Insurance	\$ 769
<b>Total</b>	<b>\$ 100,159</b>
<b>Estimated Program Revenue</b>	
Program Fees (10 seekers/mo @\$35)	\$ 4,200
Donations	\$ 1,800
<b>One Year Budget</b>	<b>\$94,159</b>
<b>Monthly Budget</b>	<b>\$ 7,850</b>