

**MAYOR'S ADVISORY BOARD
ON COMMUNITY DEVELOPMENT
1st HEARING
Morton Community Center
222 N. Chauncey Ave. Room 211
West Lafayette, IN 47906
March 2, 2016**

Members of the Advisory Board present: Richard Bossung, Cristie Dombkowski, Monica Waters, Tanuja Sheth and Sieb Siebenthal. Also present: Department of Development staff Dale Dixon and Deborah Kervin. Representatives from other city departments and local public service agencies were also in attendance.

Chairman Bossung called the meeting to order at 6:00 p.m. Advisory Board members introduced themselves. Chairman Bossung stated the funding request will be presented in the order they were received. Public service agency representatives were asked to provide their name, title and the agency they are representing at the beginning of their presentation.

OLD BUSINESS

Monica Waters moved to approve the minutes of the March 24, 2015 CDBG public hearing. Sieb Siebenthal seconded. The minutes were approved as written 3-0. Not present at the previous meeting, new Board members Tanuja Sheth and Cristie Dombkowski abstained from voting.

There was no further old business.

NEW BUSINESS

All Advisory Board members were provided with a Performance Review for the program year 2014-2015 and a Progress Report covering July 1, 2015 – December 31, 2015. The reports summarized how grant funds were spent during the program year from July 1, 2014 through June 30, 2015. The carryover balance and expenditures from July 1, 2015 through December 31, 2015 were included in the report. The Executive Summary as submitted in the 2014 CAPER was also provided for review. A copy of each request for funding was provided to the Advisory Board. The 2016 program year is from July 1, 2016 through June 30, 2017. The 2016-2017 total grant amount is \$301,515. Questions and comments were requested.

Dale Dixon explained HUD regulations limit the total amount allocated to public service agencies to 15% of the total grant which is \$45,227, and administrative funding is limited to \$60,303 which is 20% of the total grant. Dale Dixon stated the actual amount of the 2016-2017 grant is \$301,515. Total requests have exceeded the available funds by \$139,535. Therefore, the Board's purpose is to determine the amount of funding, if any,

should be allocated to each request. The CDBG target areas are designated areas within the city and are the focus of infrastructure projects. Public service agencies may assist people anywhere within the West Lafayette city limits.

Dale Dixon commented that a rating sheet will be provided to all members of the Advisory Board by email. Ratings sheets will allow each board member to prioritize the requests and recommend the dollar amount for each request. Information collected from the rating sheets will be compiled and the suggested award amounts will be determined. Final allocations will be presented at the April 6, 2016 meeting for the Advisory Board's approval. Questions were requested.

REQUESTS FOR FUNDING

1. Dale Dixon from the City of West Lafayette **Department of Development** requested General Program Administration funding of \$45,000 for the 2016-2017 program year. He commented that the request of \$15,303 was 14.6% of the total grant and below the allowed 20%. Up to a 20% administrative reimbursement to New Chauncey Housing, Inc. is included in the City's request.

2. Ed Garrison spoke on behalf of the City of West Lafayette **Engineering Department** which requested \$145,000. The funds will be used to replace curb and deteriorating sidewalk, reducing trip hazards and update curb ramps to ADA compliance and add stormwater structures to improve drainage on Park Lane which is in the CDBG target area. CDBG funds are combined with funding from other sources which allows the City to leverage funds and maximize improvements.

3. **West Lafayette Tree Friends** Chair, Bill Evers, and the City of West Lafayette Greenspace Administrator, Beverly Shaw requested \$15,000 for the **West Lafayette Tree Friends** to plant of **60 2" shade trees** between the curb and sidewalk in the area of Vine, Sylvia, Salisbury, Columbia, Chauncey, Lutz and North Streets. Recent census figures indicate this is a low-moderate income area and part of the CDBG target area. Grant funds are matched with donated contributions. A map showing the location of the proposed trees was provided. West Lafayette Tree Friends is an entirely volunteer group.

4. Fire Chief Tim Heath and firefighter Ryan Harber requested \$90,000 to replace the windows at **Fire Station No. 1**. The building located in the village since 1917 is listed on the Wabash Valley Trust as a historic building and is one of Indiana's oldest fire stations. Replacement windows must be historically correct and are expected to be much more energy efficient. The proposal is to replace all 48 windows in the building. Bids were requested from three companies, but only one company responded.

5. Assistant Superintendent Pennie Ainsworth of the West Lafayette **Parks Department** requested \$20,000 to continue correcting the ADA compliance issues that were listed in the City's ADA Evaluation Report. Funding will be used to continue to bring the City parks into **ADA compliance** with such items as sidewalk/path widening, and the installation of concrete pads to accommodate wheelchairs, accessible drinking fountains,

van accessible parking and railings. Projects are being addressed as prioritized in the City's ADA Transition Plan.

6. **New Chauncey Housing, Inc. (NCHI)** President Ginger Erickson and board member Linda Eales spoke on behalf of New Chauncey Housing who requested \$70,000. The organization's goal is to increase home ownership by providing safe and affordable homes for low to moderate income persons while stabilizing and preserving neighborhoods. NCHI purchases, rehabilitates and resells homes to persons who qualify for assistance under HUD guidelines. Emergency repair assistance is provided primarily to elderly and disabled households. The Homebuyer Assistance Program provides financial assistance for down payment to eligible persons for the purchase of a modest home within the West Lafayette city limits. During the last program year, three homes were purchased and four homes were sold to low to moderate income families.

7. Executive Director Jennifer Layton of **Lafayette Transitional Housing Center** requested \$10,000 for the **Family and Singles Supportive Housing Program** which operates a total of six programs that are all targeted to helping the homeless. The Family and Singles Program provides permanent supportive housing for formerly homeless individuals and families. In addition to housing, the LTHC provides case management support necessary to keep people housed. The mission of LTHC is to provide not only housing for the homeless, but also to provide supportive services which teach people how to live independently. Funding will help pay case manager salaries.

8. Executive Director Jennifer Layton of **Lafayette Transitional Housing Center** requested \$15,000 for the **Homeless Services Program** which is for anyone in Tippecanoe County who is homeless or at-risk of becoming homeless. Due to the closure of the Mental Health America day shelter, the program recently expanded its hours to seven days a week from 7:30 a.m. – 8:30 a.m. A variety of supportive services is offered onsite including intensive case management as well as showers, laundry, mail, computer, meals and a day sleeping room. Last year over 1600 people were served. In order to qualify for the program, a person must be homeless and will have to have a case manager.

9. A request of \$3,750 was submitted by Executive Director, Bill Glick of **The Center @ Jenks Rest** (Tippecanoe Council on Aging) for the **Senior Home Repair Program**. The program provides repairs to homes owned by seniors 62 years and older and/or disabled citizens who are within the city limits of West Lafayette and are at low to moderate income levels. A representative was not present at the hearing, however Chairman Bossung encouraged the board members to contact Mr. Glick with any questions they may have and not to discount his request due to his absence.

10. **Willowstone Family Services** fka **Family Services** CEO, Rebecca Sullivan requested \$3,300 for the **Homecare Program**. The licensed program which has been in existence since the 1970's assists elderly and disabled persons with nonmedical services such as light housekeeping, laundry, grocery shopping, meal preparation, and bill paying. The main goal of the program is to enable clients to remain living independently in their own homes and to assist in maintaining a safe and healthy home environment. Homemakers often provide a necessary link to family members, and other agencies

involved in their care should there be concerns such as changes in the clients' level of functioning, safety concerns, etc. A sliding fee scale is used to determine the cost of services to the client. CDBG funding supplements the actual cost of services. The Home Care Program estimates six West Lafayette homebound elderly or disabled residents will be served in 2016.

11. Executive Director Joe Micon and Gina Williams Homeless Shelter Director for **Lafayette Urban Ministry (LUM)** requested \$7,000 for the **Emergency Homeless Shelter**. The shelter is open 365 nights a year from 9:00 p.m. - 7:00 a.m. In 2015, emergency shelter was provided for 691 clients for almost 12,000 bed nights. The average length of stay was 17 nights. The approximate cost per night per guest is \$7.50 which includes a clean facility, 2 meals, showers, laundry facility & security. Shelter guests are required to participate in the client intake process Monday – Friday in order to obtain a shelter pass. The intake process is designed to assess the shelter guest's situation, give appropriate referrals to community resources, and ensure that shelter guest continue to look for employment and permanent housing.

12. **YWCA - Domestic Violence Intervention and Prevention Program (DVIPP)** Director Jasmine Moises requested \$12,000 for their **Domestic Violence Intervention and Prevention Program**; a 24-hour shelter which serves victims of domestic violence and their dependent children for six counties. Last year, 6 adults and 3 children of West Lafayette stayed at the shelter for a total of 86 bed nights. Each client has a safe place to stay, access to food, hygiene products, transportation, clothing, school supplies, work items, medical assistance, counseling, legal assistance, childcare assistance and basic necessities free of charge. The average cost per bed night is \$272 per client. The shelter is staffed 24 hours a day. The YWCA DVIPP program anticipates assisting 50 West Lafayette residents in 2016.

13. Executive Director Katy Bunder requested \$5,000 for **Food Finders Food Bank, Inc.** **Food Finders Food Bank** is a warehouse and distribution center that receives food from grocery stores, manufacturers, salvage brokers, and food drives and distributes it for 19¢ per pound. Paper products including diapers and person hygiene items are also offered at the same price. Many products, including produce, are offered at no cost. Food is received in large quantities and sorted, stored, repackaged, refrigerated, frozen and redistributed to 164 agencies in 16 counties in Mid-North Indiana. Food Finders coordinates the Backpack program in Tippecanoe and surrounding counties and also distributes food weekly through a mobile food pantry. CDBG grant funds provide food to shelters that serve West Lafayette residents which is approximately 11% of the total served.

Questions and comments were requested.

Advisory Board Guidance

Members of the Advisory Board and Common Council were advised that ratings sheets to rank each proposal and suggest an amount of funding for each project will be sent by email. Chairman Bossung reviewed the format of the ratings sheets and requested completed forms be returned to the Department of Development no later than Friday, March 25 by 4:30 p.m. Limits for each category were reviewed. A comparison of last year's award amount and this year's requests was provided for each proposal.

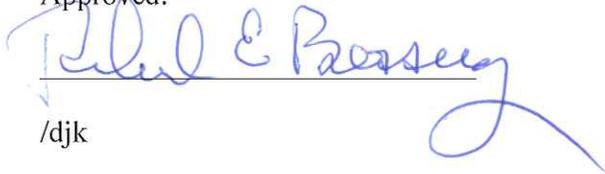
The next public hearing will be Wednesday, April 6 at 6:00 p.m. in room 211 at the Morton Community Center. The proposed funding amounts for each project will be presented for approval. announced. All allocations must be approved by the Advisory Board. Chairman Bossung requested the Council be reminded to participate in the ratings. Questions were requested.

Public Comment

Public comment was requested. There was no further business.

Monica Waters moved to adjourn. Tanuja Sheth seconded. The meeting adjourned at 7:10 p.m.

Approved:


/djkk

