

**Meeting Agenda
State College Borough
CDBG/Citizen's Advisory Committee
March 12, 2019
Room 241 / Noon**

I. Call to Order

II. Roll Call

Selden Smith, Chair
Rebecca Misangyi, Vice-Chair
Alexis Burke
David Gaines
Jason Olcese
Marcia Patterson
Bruce Quigley

III. Approval of Minutes – February 5, 2019

IV. Chair Report

A. Public Service Agency Site Visit Recap

V. Public Hour - Hearing of Citizens

VI. Public Hearing on Program Performance

The purpose of the public hearing is to receive comments from citizens on the performance of the State College Community Development Block Grant and the HOME Investment Partnership Programs during the 2017 program year. An ad providing notification of the public hearing was published in the *Centre Daily Times*, and an announcement ran on C-NET and was posted on the Borough's webpage. Notices were sent to municipal and county officials and to human service agencies

Link to: 2018 Consolidated Annual Performance and Evaluation Report
<https://www.statecollegepa.us/DocumentCenter/View/20181/2018-CAPER>

Action Needed: Hold public hearing on performance upcoming meeting.

VII. Upcoming Meeting

Tuesday, April 2, 2019

VIII. Adjournment

**Meeting Minutes
State College Borough
CDBG/Citizen's Advisory Committee
February 5, 2019**

The State College Borough Community Development Block Grant/Citizen's Advisory Committee (CDBG/CAC) meeting was called to order by Chairman Smith on Tuesday, February 5, 2019 at 12:00 p.m. in the Municipal Building, 243 South Allen Street.

Members Present

Selden Smith, Chair; Rebecca Misangyi, Vice-Chair; Alexis Burke; David Gaines; Jason Olcese; and Marcia Patterson

Others Present

Maureen H. Safko, Senior Planner; Elizabeth S. Eirmann, Planner-Housing Specialist; Alan Sam, Environmental Coordinator/Borough Arborist; Denise L. Rhoads, Administrative Assistant; and other interested parties

Approval of Minutes

A motion was made by Ms. Patterson and seconded by Ms. Burke to approve the January 8, 2019 minutes as submitted. The vote was unanimously in favor.

Public Hour

There were no members of the public who wished to discuss items not on the agenda.

February 2019 Ice Breaker

Ms. Safko stated with the number of new committee members, and the recent freezing temperatures, called for some "ice breaking" activity. Members and staff were asked to share a vehicle vanity plate that they would choose and explain why it fits them so well.

Chair Report

Chairman Smith's report on the East Fairmount Park Improvement Project included:

- A meeting was held last week for the public to inform them about E. Fairmount Park.
- The area was one to one and a half acres.
- Funding would come from a Department of Conservation and Natural Resources (DCNR) grant and from the CDBG.
- There would be a perimeter of walkways, and shade trees with playground equipment.

Mr. Sam's overview included:

- Staff worked with Centre Region Council of Government and the Parks and Recreation organizations to look at each park to evaluate what might be needed.
- Work would begin in 2020.
- Previously, there were complaints about the basketball court and the noise level so, the hoops were taken down.
- At first glance, the equipment looked fine, but a closer look showed there were some safety hazards.

- Stated the woodchips under the swing sets tended to hold water and discussed using some different materials.
- Noted the playground mulch was a certified mulch.
- Could replace some equipment with ADA accessible equipment.
- FY 2020 CDBG funds (\$32,000) were budgeted to make improvements to the East Fairmount Park. Our Borough crews would provide some in-kind help such as removing some of the equipment.
- The Borough planned to contribute \$10,000 toward the improvements, and contracted with landscape architect, Daniel Jones, to provide a site design that was needed to compete for a grant from the PA DCNR grant program (Community Conservation Partnership Program).
- All local and federal funds, and in-kind contributions could be matched dollar for dollar by the grant.
- Efforts were underway to gather public input on the improvements needed, and on the park design.
- A committee of volunteers met on January 31, 2019 to review a concept plan based on input from two prior public meetings.

CAC's comments included:

- Ms. Misangyi asked what the publics' feelings were on the proposed changes. Mr. Sam stated some residents wanted to have separate playground areas for each of the age groups. Ms. Safko stated there were divided discussions about what was the most immediate items needed. Mr. Sam stated the consensus was to make sure some of the equipment was kept but wanted to remove the basketball court.
- Mr. Gaines asked what some of the grant constraints were. Mr. Sam stated the DCNR grant looked for accessibility, and ADA parking regarding all the equipment and signage. Mr. Sam noted native plantings, and rain gardens would boost the grants point system with DCNR. Staff met with the local DCNR representative, and he was encouraged because the park itself was a bit smaller than what they normally approved.
- Mr. Gaines asked how mature the trees would be when planted. Mr. Sam stated 2.5-inch caliper to a 3.5-inch caliper would be equal to about 12-15 feet tall.
- Mr. Olcese asked if there would be benches along the outside. Mr. Sam stated there would be. Mr. Sam noted there would be some hammocks in this park and noted staff had taken into consideration the homeless population.

Mr. Sam stated there was a possibility of applying for another grant called a "Tree Vitalized" grant, and the Highlands Civic Associations (HCA) wanted to help with this project. Mr. Sam stated the HCA was moving in the same direction as the Borough with this project.

CDBG & HOME Policy Update

Ms. Safko stated federal grant requirements included compliance with federal laws including the Civil Rights Act of 1964, as amended, and the Davis-Bacon Act. A compliance requirement involved the naming of a Fair Housing Officer, and a Labor Compliance Officer.

She stated staff recommended the Fair Housing Officer be herself, and the Labor Compliance Officer be Denise Rhoads.

A motion to recommend Ms. Safko as the Fair Housing Officer, and Ms. Rhoads as the Labor Compliance Officer was made by Ms. Patterson and seconded by Ms. Misangyi. The vote was unanimously in favor.

2017 CAPER (Consolidated Annual Performance and Evaluation Report)

Ms. Safko stated to prepare to review the 2018 CAPER in March, staff included, in this agenda, the report from 2017 for all members to have an opportunity to become familiar with the format and content of the annual report.

Her summary included:

- Required to be completed by CDBG recipients every year.
- Budgets were smaller in 2017 than in 2018.
- Followed program requirements to use 20% for Administrative services, and the maximum of 15% for public services.
- Followed HOME program requirements to use 10% for Administrative services, and 15% for the Community Housing Development Organization operating support. Staff used to alternate the operating support between Temporary Housing Foundation, Inc., (THF), and the State College Community Land Trust (SCCLT). The funding was changed to be split equally between them.
- SCCLT had 50 homes in the affordable housing program.
- Year-end CDBG balance was \$570,985.49, and HOME balance was \$234,162.63.
- She noted part of the CAPER was being evaluated on the timeliness of money spent.
- She discussed the goals for the 2017 programs: CDBG, First-time Homebuyer Acquisitions Rehabilitation, Owner-Occupied Housing Rehabilitation, Infrastructure, and Public Services.
- In November of each year the timeliness would be evaluated. The goal was a 1.2 ratio. To achieve this, you took the amount of unspent funds and compared it to what you received that year.
- In March, staff would present the goals for 2019.

CDBG & HOME Program Fund Recipients Site Visits

Ms. Safko sent around a sign-up sheet for members who were interested in scheduling a meeting with the Public Service agencies. Ms. Misangyi stated she would be responsible for setting up a doodle poll to schedule these visits.

Ms. Safko stated Council appointed Bruce Quigley as the CDBG/CAC's newest member.

Upcoming Meeting

Tuesday, March 12, 2019

Adjournment

With no further business to discuss, the meeting was adjourned at 12:58 p.m. by Ms. Burke and seconded by Mr. Gaines.

Respectfully submitted,

Denise L. Rhoads,
Administrative Assistant