



**COMMUNITY DEVELOPMENT
REVENUE SHARING ADVISORY COMMITTEE
MEETING**

Thursday, October 8, 2015

7:00 p.m.

City Manager's Conference Room

MINUTES

Members in attendance:

Michael Gritz
David Robertson
Paddy Wilcox
Robyn Harland
Robert Detwiler
Carla Grygiel
Michael Keough

Members Absent:

Mark Doughty
Ted Elder
Sharon Sedita
Horacio Lewis

Staff Present:

Tom Fruehstorfer, Planner

The meeting was called to order at approximately 7:05PM.

The meeting began with the election of a new Chair.

Michael Gritz made a motion to elect Carla Grygiel as the new Chair and the motion was seconded by Paddy Wilcox. There were 6 votes "for" and one "against". The "no" vote was by Robyn Harland.

David Robertson made a motion to accept the minutes of the September 24, 2015 meeting as presented and the motion was seconded by Paddy Wilcox. All voted in favor.

The committee reviewed the answers to the questions posed at the previous meeting and continued discussion on the applications. Allocations were discussed and tentatively assigned to the applicants.

The committee began voting on the tentative allocations. Details of the members who made the motions and seconded the motions for the votes are recorded in the attached table. The votes for all the allocations were unanimous.

The attached table includes the applicants, the amount requested, and a brief description of the proposed project. It also includes a brief summary of the comments from the meeting and the questions asked by the committee. The answers to the questions have been included in the table also.

The meeting was adjourned at approximately 9:00 PM.

8 October 2015 Committee Meeting Notes, Committee Questions, and Follow-up Answers

Applicant	Amount	Brief Description	Comments	Questions	Answers	By
Newark Day Nursery	\$25,000	Economic support through lower child care fees for low income working families allowing working families to have access to high quality early	Awarded \$25,000-\$30,000 from 2011-2015; Provides access regardless of income using sliding pay scale; Daycare with an education	1. (9-24-15) Verify that 100% of recipients are residents of City of Newark	Yes - Invoice includes address of every child that receives scholarship money	RD
Newark Parks and Recreation - Dickey	\$6,600	8-week structured recreation program at Dickey Park - free to participants	Promotes health and active lifestyles as well as leadership skills, public safety, and making good	none		
Newark Parks and Recreation - Recreation Fee Assistance Program	\$1,300	Fee assistance for Parks and Recreation programs	Program will be 20 years old	2. (9-24-15) Verify that all CDBG funds are for Newark residents only	About half of recipients live in the City. While some of the non-residents might be eligible for County funds, this is the close and usable program for them. These are people that likely go to school in the City, shop in the City, and work in the City. These are programs that are available to them. They are in need of this Federal money even if they happen to live just outside the City limits.	RD
Newark Parks and Recreation - Youth	\$6,900	Youth employment program		13. (10-8-15) Could the city use another \$1,000 for this program?		
Newark Parks and Recreation - Community	\$23,000	Resurfacing of Dickey Park and George Wilson Center Pools	May not be an allowable CDBG expense	3. (9-24-15) Is it eligible?	Yes, it is eligible. This would be considered rehabilitation. Maintenance is filling of cracks and	
Newark Senior Center - Meals on Wheels	\$25,000	Provides nutritional meals to homebound seniors	Funded by RS in 2011 - 2015; Most recent fiscal year served 100 individual City of Newark residents; Avg	none		
Newark Senior Center - Early Memory Loss	\$3,300	Purchase refrigerator and induction range	Provides socialization and structure to those suffering from Alzheimer's disease and other memory related	none		
Newark Senior Center - Minor Home Repair	\$50,000	Free minor home repair service to seniors (60+)	for low income and 60+ seniors living in City of Newark; 2015 - \$40,000; 2014 - 25,000	none		
Newark Senior Center - Weatherization	\$20,000	Newark Energy Watch Program	Energy audits and energy saving upgrades that pay for themselves within 7 years	none		
Newark Public Works - ADA Ramps	\$60,000	ADA Curb Ramps -- ADA Ramps are an unfunded mandate. CDBG is a typical program for providing funding for ADA ramps. Newark has one of the most progressive ADA inspection programs in the state. Many of the perceived problem ramps are on State roads and not the responsibility of the City of Newark.	Rob thinks the old ramps were put in wrong so why are we paying to fix them; Rob thinks new ramps where they did not exist should not be paid for by CDBG	4. (9-24-15) Ask about Main Street ramps	Main street ramps are on State roads and responsibility of the State. Newark has made repairs of particularly bad ramps, but they are responsibility of the State.	TF
				5. (9-24-15) When were ADA standards changed?	1991 - detectable warnings required - domes or grooves were allowed. In 2002 standards changed to require domes. There also may have been a change of required slope at some point but the exact time is not clear from our records.	RD
				6. (9-24-15) What in ADA standards has changed?	Method required to alert sight impaired - rough surface vs domes	RD
				7. (9-24-15) Why are old ramps wrong?	Some installed without domes when domes were not required	RD
				8. (9-24-15) Can we complete a standardized form for Public Works?	Done	HL

Applicant	Amount	Brief Description	Comments	Questions	Answers	By
Newark Housing Authority	\$129,245	Site improvement/Beautification at Independence/Delaware Circle Senior Public Housing Complex and scattered locations	landscaping, sidewalks, steps, trash receptacles, improved building facades, outdoor pavilion, mailboxes, cyclone fences.; 2014 - \$15,000; 2015 - \$35,000	9. (9-24-15) What is CFP in budget columns 10. (9-24-15) Is this maintenance or is this CDBG eligible beautification?	Capital Fund Program This does qualify as beautification and is not maintenance. This is rehabilitation work.	PW
Habitat for Humanity	\$30,000	Exterior repair of existing buildings including fences and decks		11. (9-24-15) Is this age restricted?	No. Program is for low-income Newark residents	PW
Food Bank	\$5,500	Mobile Pantry Program - 5 distributions of pre-made meal boxes and fresh produce, meat and dairy items	5 events / 25-30 households at risk of going hungry each; includes 100 lbs of food per family; 2010 - \$2,690	none		
Newark Arts Alliance	\$2,250	Scholarships for Camp Imagine	2011-2015 \$1,200-\$2,000; Camp cost set on sliding scale based on family income; Camp has 2 part-time employees and 75 volunteers	none		
Newark Area Welfare Committee	\$14,500	Emergency assistance for rental an utility expenses, food assistance, shoes for children, annual holiday food boxes.	2010-2015 \$9,000-\$14,000; All volunteer association	none		
Delaware Guidance Services	\$5,000	funding to support outpatient mental health treatment services for at-risk	2011-2015 \$5,000 per year	none		
Chimes	\$6,290	cover medical expenses for 22 people living within City limits	2008-2015 \$5,500-\$9,350; Covers copay medical expenses to recipients so they have money for other life	none		
Hope Dining Room	\$3,500	cost of meals provided to City of Newark residents 5 days/week	2011-2015 \$3,000 - \$3,500/year; Kingswood Methodist Church on Marrow's road	none		
Newark Symphony Orchestra	\$1,600	Annual free family concert and instrument petting zoo	2011-2015 \$500-\$1,150	none		
Mid Atlantic Ballet	\$5,000	Scholarship for Students on Subsidized Lunch Program	2012-2015 \$1,000-\$1,500; According to budget each scholarship averages \$815	none		
PAWs - Pet Assisted Visitation Volunteer	\$8,700	Funding to train PAWS pet therapy teams	2011-2015 \$2,500-\$3,750; Autism and literacy programs	none		
YWCA	\$6,000	Rental and Housing Financial Counseling	We refer Home Buyer Incentive Program and Promoting Owner Occupancy of Home Applicants to YWCA 2015 - \$4,000	none		
Newark Bike Project - Youth Empowerment Program	\$10,810	Virtue training and civic engagement with youth through bike maintenance, riding safety rules, and volunteer events		12. (9-24-15) Verify why they want to double funds? Did they only have enough for half the year? 14. (10-8-15) What is cost share for the PEER Associates Professional Evaluator? How is in-kind expense set. Are they actually billing the project \$10/hour?	The program was divided into semesters. The old amount covered 1 semester. They wanted to have 2 semesters	HL
Newark Planning - Program Administration	\$65,000			none		
Newark Planning - Home Improvement Program	\$60,000			none		
Newark Planning - Facade Improvement Program	\$0			none		
Newark Planning - Home Buyer Incentive Program	\$20,000			none		

42nd YEAR CDBG/REVENUE SHARING BUDGET PROPOSALS
CDBG PUBLIC SERVICE

As of Meeting on: 8-Oct-15

AGENCY	PROJECT	40th Year Request	40th Year Allocated	41st Year Request	41st Year Allocated	42nd Year AMOUNT REQUESTED	42nd Year AMOUNT ALLOCATED	motion/second	recusals	yes	no
Newark Day Nursery	Day Care	35,000	25,000	35,000	25,000	25,000	25,000	RH/RD (8 October)		all	
Parks Department	Fee Assistance	1,000	1,000	1,000	1,000	1,300	1,300	RH/RD (8 October)		all	
Parks Department	Youth Beautification Corps	7,200	6,500	7,300	6,690	6,900	6,200	RH/RD (8 October)		all	
Parks Department	Dickey Park Programs	0	0	4,810	4,810	6,600	5,000	RH/RD (8 October)		all	
Homeward Bound	Operational Support	5,000	5,000	0	0	0	0				
Reading-ASSIST-Institute	Literacy-tutoring	0	0	20,000	0	0	0				
Total Requests To Allocate						\$39,800	\$37,500				
						Remaining	\$0				

CDBG NON-PUBLIC SERVICE

AGENCY	PROJECT	40th Year Request	40th Year Allocated	41st Year Request	41st Year Allocated	42nd Year AMOUNT REQUESTED	42nd Year AMOUNT ALLOCATED	motion/second	recusals	yes	no
Newark Senior Center	Senior Home Repair	35,000	25,000	50,000	40,000	50,000	25,000	MG/PW (8 October)		all	
Newark Senior Center	NEW Program	15,000	5,000	20,000	20,000	20,000	15,000	MG/PW (8 October)		all	
Newark Senior Center	Early Memory Loss	0	0	0	0	3,300	2,000	MG/PW (8 October)		all	
Newark Senior Center	Tiling-Skillet/Kettle	14,544	14,000	0	0	0	0				
Newark Public Works Dept	ADA Curb Ramps	60,000	30,000	60,000	45,000	60,000	30,000	MG/PW (8 October)		all	
Newark Housing Authority	Housing Improvements	42,000	15,000	55,082	35,000	129,245	35,000	MG/PW (8 October)		all	
Newark Planning Dept.	Home Buyer Incentive Program	10,000	10,000	10,000	0	20,000	5,000	MG/PW (8 October)		all	
Newark Planning Dept.	Program Administration	65,000	51,500	60,000	40,000	65,000	40,000	MG/PW (8 October)		all	
Newark Planning-Dept	Facade-Improvement Program	4,000	2,000	0	0	0	0				
Newark Planning Dept.	Home Improvement Program	60,000	60,000	80,000	32,500	60,000	35,000	MG/PW (8 October)		all	
Parks Department	Tree-Removal-Wilcoxon-Center	5,938	0	0	0	0	0				
Parks Department	Pool Resurfacing - Wilson/Dickey	0	0	0	0	23,000	12,750	MG/PW (8 October)		all	
Habitat for Humanity	A Brush with Kindness	0	0	0	0	30,000	12,750	MG/PW (8 October)		all	
Total						\$460,545	\$212,500				
Amount Available						Remaining	\$0				

REVENUE SHARING

AGENCY	PROJECT	40th Year Request	40th Year Allocated	41st Year Request	41st Year Allocated	42nd Year AMOUNT REQUESTED	42nd Year AMOUNT ALLOCATED	motion/second	recusals	yes	no
Newark Senior Center	Meals on Wheels	25,000	21,929	25,000	23,284	25,000	23,284	PW/RD (8 October)		all	
Newark Arts Alliance	Camp Imagine	2,500	1,800	2,250	2,000	2,250	2,000	PW/RD (8 October)		all	
Newark Area Welfare Committee	Emergency Cash	13,500	12,500	15,500	8,000	14,500	8,000	PW/RD (8 October)		all	
Lutheran-Community-Ser	Main-Towers-Greencree-for-Seniors	3,500	3,500	3,500	3,500	0	0				
Delaware Guidance Serv. Children	Outpatient Mental Health Treatment	10,000	5,000	5,000	5,000	5,000	5,000	PW/RD (8 October)		all	
Chimes of Delaware	Medical Expenses Program	4,870	4,870	6,528	5,500	6,290	5,500	PW/RD (8 October)		all	
Hope Dining Room	Operating Expenses	4,000	3,000	3,000	3,000	3,500	3,000	PW/RD (8 October)		all	
Newark Symphony Orchestra	February Concert	1,500	1,000	1,500	1,000	1,600	1,000	PW/RD (8 October)		all	
Mid Atlantic Ballet	Scholarships	5,000	1,000	5,000	1,500	5,000	1,500	PW/RD (8 October)		all	
PAWS for People	Eldercare in past - now special needs children	6,800	3,750	8,450	2,500	8,700	2,500	PW/RD (8 October)		all	
YWCA	Financial Literacy and Homeownership Counseling	8,000	4,000	6,000	4,000	6,000	4,000	PW/RD (8 October)		all	
Newark Bike Project	Youth Empowerment Program	0	0	13,475	4,000	10,810	4,000	PW/RD (8 October)		all	
Food Bank of Delaware	Mobile Pantry Program	0	0	0	0	5,500	3,500	PW/RD (8 October)		all	
Total						94,150	63,284				
Amount Available						Remaining	\$0				