



MEMORANDUM

"...meeting community needs...enhancing quality of life."

TO: Community and Economic Development Committee

FROM: Matt Rehbein, Economic Development Specialist
David Kress, Principal Planner

DATE: May 31, 2017

RE: The Neighborhood Grant Program – Application Submitted by St. Bernadette Parish/Thompson Center on Lourdes Neighborhood

BACKGROUND:

The guidelines and approval process for the Neighborhood Grant Program (TNGP), as summarized below, were approved by Common Council on August 6, 2014.

TNGP is open to all Appleton registered neighborhoods that participate in the City's Neighborhood Program. The grants assist in strengthening and sustaining the social network of the Appleton community and may be applied to projects that enhance cultural, beautification, recreation, education, neighborhood cleanup, neighborhood safety and family/youth issues through resident-driven activities within each neighborhood. TNGP provides an opportunity for residents to partner with the City, promote the value of community, and support strong and stable neighborhoods throughout the City of Appleton.

Grant applications will be processed twice per year on August 1 and February 1. However, staff shall reserve the option, but not an obligation, to process applications at other times when warranted. Staff will perform an administrative review of each proposal and offer an analysis of all applications to be considered by the Community and Economic Development Committee and Common Council.

Grant funds will not be provided directly to the neighborhood; funds will be paid to the provider of the service/materials directly upon submittal of the proper documentation. The City of Appleton Procurement Policy applies to all activities that involve the purchase of equipment, materials, supplies and/or services.

FUNDING REQUEST:

The St. Bernadette Parish/Thompson Center on Lourdes Neighborhood is requesting \$60,000.00 from TNGP to replace an existing natural gas generator with an electrical inverter and install LED hallway, stairway and exit path lighting at the St. Bernadette School Building. These improvements will complete the life safety requirements allowing the Senior Center to continue to occupy and operate in the building.

PROPOSAL DETAILS:

Project Description: The senior center groups relocated to the St. Bernadette Parish School on April 1, 2016 due to the closing of the senior center, known as the Thompson Community Center, located in Downtown Appleton. St. Bernadette Parish provided a facility and administration of the senior center, now known as the Thompson Center on Lourdes, Inc., for the past 12 months. With the senior center activities relocating to the St. Bernadette Parish School, the parish hired Gries Architectural Group Inc. to facilitate recommendations to the City of Appleton to prioritize building modifications to allow for a change of use for the senior center to function within the St. Bernadette Parish School. On September 21, 2016, St. Bernadette Parish was granted conditional approval from the Wisconsin Dept. of Safety and Professional Services to complete the required modifications within 1 year so the Thompson Center on Lourdes, Inc. can continue to function as a senior center within the St. Bernadette Parish School. The St. Bernadette Parish School is owned by St. Bernadette Parish and is not used as a place of worship.

The life/safety modification is the most urgent. This modification consists of replacing the existing natural gas generator with an electrical inverter. This inverter will provide power for emergency illumination throughout the facility, including emergency exit pathway lights. This illumination complies with the State and National building codes and tests itself on a monthly basis recording all results. It utilizes a rechargeable battery and is more efficient than the conventional system.

All light fixtures in the hallways, stairwells and exit paths will be replaced with LED fixtures. Cafeteria lights will be replaced with dimmable LED fixtures.

Funding Sources and Estimated Budget: The total cost of the proposed project is estimated at \$53,400.00. The Neighborhood is asking for up to \$60,000.00 to provide for contingencies; there are no other funding sources other than TNGP. Three bids were secured for this work ranging in cost from \$53,400.00 to \$63,300.00 (included with application).

Estimated Timeline: If necessary funding is secured, the applicant proposes to sign contracts immediately with a goal of completion in July 2017.

STAFF ANALYSIS:

Registered Neighborhood: Only registered neighborhoods will be considered for TNGP. *This application meets this requirement, as the St. Bernadette Parish/Thompson Center on Lourdes Neighborhood has been a registered neighborhood since December 22, 2016. See attached map for neighborhood boundaries.*

Neighborhood Support: Each application must have a minimum of three (3) households within the registered neighborhood “signed on” as supporters of the project. *This application meets this requirement, as 49 households within the neighborhood have offered their support for the project. In addition, Curt Konetzke, the Alderperson of the District, and Ed Baranowski, Alderperson District 5 have written letters supporting the proposed project (see attached).*

Involvement in City’s Neighborhood Program: Preference will be given to neighborhoods that have actively participated in the programs offered by the City’s Neighborhood Program. *This application does not satisfy this criterion, as neighborhood representatives have yet to participate in programs offered by the City’s Neighborhood Program. Since this neighborhood has registered, one formal Neighborhood Program activity has been offered.*

Neighborhood Program Goals: Each application will be reviewed against how well it aligns with Neighborhood Program goals, such as strengthening and sustaining the social network of the Appleton community. *All seniors in the Fox Valley community are eligible to participate in programs and services at the Thompson Center on Lourdes, Inc. Attached to the application is a list of all programs and services, with the number of participants that are provided at the Thompson Center on Lourdes, Inc. These activities utilize St. Bernadette School as well as the Thompson Center on Lourdes, Inc.*

The Long Term Committee, charged with providing recommendations to the city and surrounding villages, towns, etc., has recommended that the Thompson Center on Lourdes, Inc. serve as a gateway to our community’s aging network, connecting older adults to vital services and activities that can help them stay healthy and independent.

History with TNGP Projects: Consideration will be given to whether a neighborhood has received TNGP funds in the past and whether the project was completed as proposed. *The St. Bernadette Parish/Thompson Center on Lourdes Neighborhood has not previously been awarded TNGP funding.*

Community Development Block Grant (CDBG) Eligibility: Currently, most of the funds available for TNGP are administered through the CDBG Program. These funds must be eligible and meet a national objective, as described as follows:

Benefit Low- and Moderate-Income (LMI) Persons

- Activities that serve limited clientele, including construction/rehabilitation to senior citizen centers, meals on wheels, and food pantries, are eligible. Projects that qualify must serve clientele composed of persons who are presumed principally to have low- and moderate-incomes (“presumed benefit”). This includes elderly persons, severely disabled adults, homeless persons, and illiterate adults.

Limited Clientele Activities (LMC)

- These activities are designed to benefit a limited number of persons. The individuals of the non-housing activity must be comprised of at least 51% LMI residents.

The proposed project would qualify for CDBG funding, as it meets the LMI eligibility criteria. St. Bernadette Parish/Thompson Center on Lourdes is proposing an eligible rehabilitation project that would benefit a presumed low- to moderate-income clientele, primarily senior citizens.

Comprehensive Plan 2010-2030: The Comprehensive Plan 2010-2030 establishes a vision for future land use, physical development, and quality of life in the City and provides a comprehensive set of goals, policies, and initiatives to achieve that vision. *Staff has reviewed this proposed project and determined it is compatible with Comprehensive Plan 2010-2030. Related excerpts are listed below.*

5.4 OBJECTIVE: Continue to expand the City's Neighborhood Program to establish and support neighborhood organizations as partners in carrying out City functions.

5.4.1 Provide assistance to help form neighborhood organizations that will work with City staff and elected officials to promote neighborhood vitality and encourage neighbors to watch out for each other.

5.4.2 Engage neighborhood areas to identify target activities on which residents and City government can partner to take action.

5.4.3 Continue to offer funding through the Neighborhood Grant Program to help carry out neighborhood improvement projects and encourage neighbors to connect.

8.4 OBJECTIVE: Support the organizations, events, and venues that make Appleton the arts and cultural center of the Fox Cities.

18.10 OBJECTIVE: Enhance health and wellness within our community and provide opportunities for learning and socialization to promote personal growth and well-being for adults in our community.

Funds Available: TNGP carried over \$88,653.00 in CDBG Program funds from 2016-2017. Therefore, TNGP has \$88,653.00 in available funds. *If this application is awarded at the requested amount of \$60,000.00, the remaining balance would be \$28,653.00. The Neighborhood Program carried over \$4,644.00 and received \$3,000.00 from the City's general fund in 2017, for a total of \$7,644.00 which is intended to help neighborhoods promote communication and identify needs.*

COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE ACTION:

Based on staff analysis, the Neighborhood Grant Program request submitted by the St. Bernadette Parish/Thompson Center on Lourdes Neighborhood meets the established criteria and warrants consideration by the Community and Economic Development Committee. The Community and Economic Development Committee can vote to fund, partially fund, or deny the request. This item will then appear before Common Council on June 7, 2017.