

CITY OF EASTON

2016 CDBG ANNUAL ACTION PLAN

**COMMUNITY DEVELOPMENT
BLOCK GRANT PROGRAM**

Executive Summary

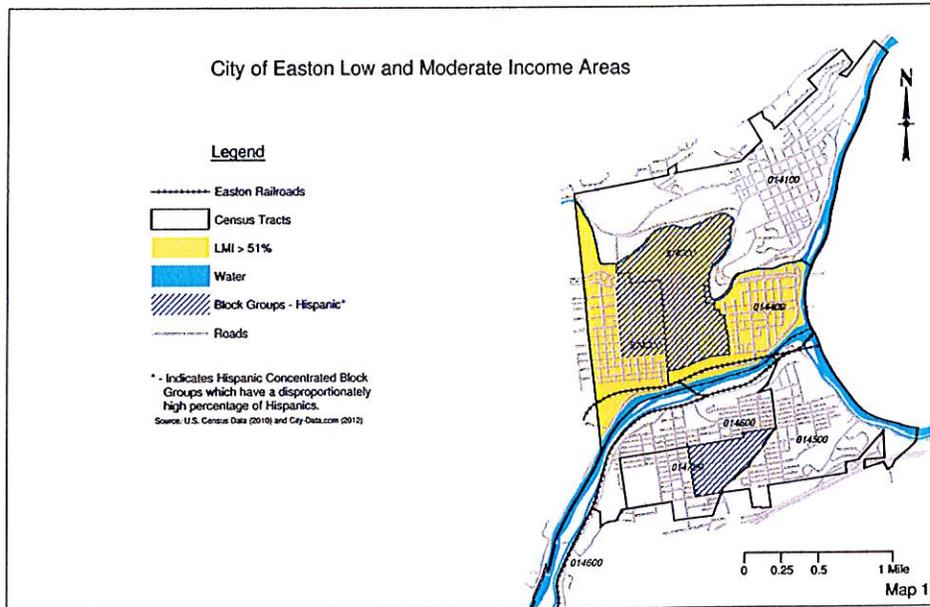
AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Easton, Pennsylvania, has prepared its 2016 Annual Action Plan in order to strategically implement federal programs that fund housing, community development, and economic development activities within the City. Through a collaborative planning process that involved a broad range of public and private agencies, the City has developed a single consolidated plan. This document shall be used to allocate future federal entitlement funds available through the Community Development Block Grant (CDBG) Program. The City of Easton will submit the Annual Action Plan to the U.S. Department of Housing and Urban Development (HUD).

The 2016 Annual Action Plan(AP) for the City of Easton will serve the following functions:

- A planning document that enables the City to view its HUD funding, not in isolation, but as one tool in a comprehensive strategy to address housing, community development, and economic development needs.
- An application for CDBG Program funds under HUD's formula grant.
- A strategy document to be followed in carrying out HUD programs.
- An action plan that Implements the Consolidated Plan which is the basis for assessing performance in carrying out use of CDBG program funds.



Easton LMI areas

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City uses CDBG funds to address the needs outlined in the 5-Year Strategic Consolidated Plan and implemented in the 2016 Annual Action Plan at \$796,942 plus available funds from 2014 and 2015 of \$55,192.60. The three overarching objectives, set by HUD, guiding the proposed activities must:

- Benefit low- and moderate-income persons,
- Prevent or eliminate blight, or
- Meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available to meet such needs.

The 2016 AP fulfills the goals, objectives and outcomes in the Consolidated Plan in the following ways:

- a large majority of the projects all assist low and moderate income families
- projects such as housing rehabilitation and codes inspections help reduce blight, targeted in the West Ward neighborhood.
- education of "at risk" students is also a focus area of the AP. Helping children's education by taking the burden off LMI working parents is a much needed service in the City's target areas.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of Easton prepared a Consolidated Annual Performance and Evaluation Report (CAPER) for FY 2014 (January 1, 2014 to December 31, 2014). This CAPER was the fifth of the prior five-year period and reported the FY 2014-15 accomplishments of the City's CDBG Program. The following is a summary of the accomplishments detailed in the FY 2014 CAPER:

Benefiting low- and moderate-income persons

- Housing counseling: 25 households benefited.
- City of Easton Police: 15,351 persons benefited.
- Downtown Ambassadors Program: 15,351 persons benefited.
- Student success programs: 144 students benefited.
- Parenting programs: 25 families benefited.
- After school and summer programs: 1,000 children benefited.
- Construction of public streetscape enhancements: 15,351 persons benefited.
- Recreation projects: 1 facility was built/repaired.

Preventing or eliminating blight

- Housing acquisition/disposition: 4 units benefited.
- Housing rehabilitation assistance: 2 housing units benefited.
- Building rehabilitation for non-profits: 2 for-profit organizations benefited
- Fix code violations: 10,545 units were addressed.
- Meeting other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available to meet such needs.
- Infrastructure rehabilitation and or reconstruction: 15,351 persons benefited.

In FY 2015, all CDBG funds were expended for activities that meet at least one of the national objectives as defined under the CDBG regulations. In FY 2015, CDBG-funded activity expenditures were \$785,068 allocating 85% of such funds to benefit low- and moderate-income persons. Any program income is typically applied to the rehabilitation of homes the City has acquired as it is received.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City conducted two public meetings to solicit input into the preparation of the 2016 Annual Action Plan. All meetings and public comment periods were dully advertised in the *Express-Times*.

Consultation with the Housing Authority of the City of Easton occurred to obtain data on the public housing inventory (including the Section 8 Housing Choice Voucher Program) and to discuss the Housing Authority's plans for public housing development activities. The City also solicited input from social service and homeless agencies that provide housing assistance and related services to low- and moderate-income persons.

The City of Easton consulted with a variety of housing, social service, and other agencies in the process of preparing its FY 2016 Annual Action Plan. These agencies, indicated below, were contacted through a direct CDBG grant package mailing. If necessary, phone calls were made to organizations to better define their needs and service gaps in greater detail.

- Housing Authority of the City of Easton – low income housing
- City of Easton Bureau of Codes & Inspections – housing safety and improvements.
- Community Action Committee of the Lehigh Valley, Inc.
- Easton Main Street Initiative Downtown – economic development non-profit.
- Habitat for Humanity – housing rehabilitation
- Family Connections of Easton – supports for families with school-age children.
- Lehigh Valley Center for Independent Living – residents with disabilities.
- Easton Area Neighborhood Center - human services agency committed to helping people attain self-sufficiency.
- ProjeCt of Easton, Inc. – community benefit human service agency.
- Community in Schools – dropout prevention organization.
- Easton Area Community Center – non-profit dedicated to providing a safe haven for educational and athletic activities for children.
- Easton Boys and Girls Club – programs for at risk youth.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

No comments were received during the public review period or during the public hearings.

CITY OF EASTON COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS

CITY OF EASTON COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS NOTICE OF PUBLIC HEARING Notice is hereby given that the City of Easton in accordance with the City's Citizen Participation Plan, will hold a public hearing on Wednesday, October 28, 2015. The hearing will be held at 6:00 p.m in the Council Meeting Room, City Hall, 123 S. Third St. Easton, PA. The purpose of the hearing is as follows: 1. Obtain the views and comments of individuals and organizations concerning the City's housing and community development needs. The information gathered will be used in the preparation of the Consolidated Plan elements for Fiscal Year 2016 Community Development Block Grant and related Programs. 2. Provide an opportunity for citizens, organizations, non-profits and City Departments to make requests for funding for projects or suggest activities that could be funded with CDBG funds that would meet community needs. 3. Review the City's CDBG Programs and provide an opportunity for the public to comment on program performance. All interested individuals and organizations are invited to attend this hearing and offer their views and comments on the housing and community development needs of the City of Easton. Individuals requiring special accommodations to facilitate participation in the hearing, may call the Department of Community and Economic Development - (610) 250-2071 (PA Relay Center TDD: 7-1-1) A summary of the proposed Annual Action Plan will be published in the Express Times on or about December 9, 2015 and a second public hearing on the proposed budget and 2016 Action Plan will be held January 13, 2016. The City intends to submit its application for F.Y. 2016 funds to HUD on or about February 15, 2016. The City anticipates that its F.Y.2016 Community Development Block Grant (CDBG) Program allocation will be \$750,000. By Order of Salvatore J. Panto, Jr., Mayor City of Easton

Hearing 1-notice

CITY COUNCIL
TENTATIVE AGENDA

Stated Session
Wednesday
October 28, 2015
6:00 P.M.

1. CALL TO ORDER
2. INVOCATION
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL
5. APPROVAL OF AGENDA
6. ACTION ON MINUTES – October 28, 2015 Council Meeting
7. RESOLUTION – Recognizing the death of Lloyd P. Johnson
8. 2016 COMMUNITY DEVELOPMENT BLOCK GRANT PUBLIC HEARING
9. PUBLIC COMMENT (Agenda Items Only)
10. CONSENT AGENDA
 1. Resolution authorizing signature on Lafayette Ambassador Bank Accounts.
 2. Approving a Certificate of Appropriateness for 44 N. 2nd Street.
 3. Approving a Certificate of Appropriateness for 219 N. 3rd Street.
 4. Approving a Certificate of Appropriateness for 185 S. 3rd Street.
 5. Approving a Certificate of Appropriateness for 222 Northampton Street.
11. REPORTS RECEIVED BY COUNCIL
12. REPORTS OF COMMITTEES
 - (a) Finance (Kenneth Brown)
 - (b) Economic Development (Sandra Vulcano)
 - (c) Planning (Elinor Warner)
 - (d) Public Safety (Melanie Mauro)
 - (e) Public Works (Roger Ruggles)
 - (f) Administration (James Edinger)
 - (g) Report of City Solicitor (Attorney William Murphy)
 - (h) Report of Mayor (Salvatore J. Panto Jr.)
13. CORRESPONDENCE
14. UNFINISHED BUSINESS
15. NEW BUSINESS

-Over-

Hear 1 agenda

Minutes of the Council of the City of Easton, Pa.
October 28, 2015

Easton, Pa
Wednesday
October 28, 2015
6:05 p.m.

City Council met in stated session at the above date and time, in Council Chambers, located on the third floor of City Hall, 123 S. 3rd Street, Easton Pa., to consider any business that may lawfully be brought before the body, and to conduct the first Public Hearing for the 2016 Community Development Block Grant Program.

The invocation was given by Mayor Panto followed by the Pledge of Allegiance.

ROLL CALL

Present: Brown, Edinger, Mauro, Ruggles, Vulcano, Panto (6)
Absent: Warner (1) (work commitment)

Also in attendance were Thomas A. Hess, City Clerk, William Murphy, City Solicitor, Joel Scheer, Assistant City Solicitor and Glenn Steckman, City Administrator. There were thirteen other persons present.

APPROVAL OF AGENDA

On motion of Mr. Brown and Mrs. Vulcano, the Agenda was approved by the following vote:

Yeas: Brown, Edinger, Mauro, Ruggles, Vulcano, Panto (6)
Nays: None (0)

ACTION ON MINUTES

On motion of Mrs. Vulcano and Dr. Ruggles the October 14, 2015 Council Meeting minutes, as submitted, were approved by the following vote:

Yeas: Edinger, Mauro, Ruggles, Vulcano, Panto, Brown (6)
Nays: None (0)

RESOLUTION

The next item on the Agenda was a Resolution recognizing the death of Lloyd P. Johnson a former Police Officer.

The following Resolution was introduced by Ms. Mauro:

167-2015

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The above Resolution was adopted on motion of Ms. Mauro and Mrs. Vulcano by the following vote:

Yeas: Brown, Edinger, Mauro, Ruggles, Vulcano, Panto (6)
Nays: None (0)

All Council members offered condolences to the Johnson family, and thanked them for their father's service to the City.

Mr. Johnson's daughters were presented with a framed Resolution.

PUBLIC HEARING

At 6: 14 p.m., Mayor Panto called the Public Hearing to order and turned the Hearing over to Mrs. Vulcano, Chairman of the Economic Development Committee, who read the following:

"The purpose of this evening's hearing is to obtain views and comments from individuals and organizations concerning the City's goals and objectives for the 2016 Action Plan for the City of Easton.

We will also obtain any views and comments from individuals and organizations concerning the City's Housing and Community Development needs. The information gathered will be used in the preparation of the Consolidated Plan for Fiscal Year 2016 Community Development Block Grant and related Programs.

Finally we will provide an opportunity for citizens, organizations, non-profits to make requests for funding for projects or suggest activities that could be funded with CDBG funds that would meet community needs."

Mrs. Vulcano asked the following Organizations to present their requests to Council:

1. Community Action Committee of the Lehigh Valley - \$5,000 for home ownership counseling, foreclosure mitigation, counseling & mortgage foreclosure diversion services, and \$35,000 for residential and streetscape improvements in the West Ward. No one was in attendance.
2. Easton Area Neighborhood - \$20,460 for social services to low and moderate income individuals. No one was in attendance.
3. ProJeCt - \$17,402 for an Easton Middle School Success program. No one was in attendance.
4. The Boys and Girls Club - \$15,000 for Project Learn with Imagination Station, a year round educational enrichment program. No one was in attendance.
5. Family Connections of Easton - \$5,000 for high quality pre-school for low and moderate income families. No one was in attendance.

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6. Easton Area Community Center - \$4,088 for installation of surveillance equipment. No one was in attendance.
7. Habitat for Humanity - \$100,000 for construction of a twin home. No one was in attendance.
8. Greater Easton Development Partnership - \$150,000 to continue the Easton Ambassador Program in the downtown and expand the program to the West Ward.

Ms. Sandra Zajacek, 325 Northampton Street, addressed Council regarding the request made by the Greater Easton Development Partnership.

Dr. Ruggles pointed out that this individual request was for too much funds.

Ms. Zajacek agreed with Dr. Ruggles.

Ms. Mauro asked what the requested funds would be used for.

Mayor Panto explained what the funds would go towards, spoke regarding the Greater Easton Development Partnership, and explained that it was the hope to expand the Ambassador Program from 6th to 10th Street and how they would be used.

Dr. Ruggles spoke regard the Community Action Committee of the Lehigh Valley's two requests.

Dr. Ruggles and Mayor Panto spoke regarding the educational programs needed by all of the elementary schools in the City and not just for the Paxinosa School, previously the Easton Area Middle School, as being done by ProJeCt.

There was a discussion between Council members and Tina Roseberry, Director of Economic Development regarding the schedule that was advertised regarding the hearings for the 2016 Community Development Block Grant Program.

There were no other remarks or questions from Council or the audience.

Mrs. Vulcano closed the hearing at 6:41 p.m.

PUBLIC COMMENT **Agenda Items Only**

There were no comments from the audience.

CONSENT AGENDA

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On motion of Dr. Ruggles and Mr. Brown the following items were adopted by the following vote:

Resolution 168-2015 which authorized Cassandra Williams, the new Finance Director, to sign certain Bank Accounts at Lafayette Ambassador Bank.

Resolutions 169-172-2015 which approved Certificates of Appropriateness for patching, sealing and washing of the front façade at 44 N. 2nd Street, for installation of signs at 219 N. 3rd Street, for installation of new signs at 185 S. 3rd Street and repairing of stucco at 222 Northampton Street.

Yeas: Panto, Brown, Edinger, Mauro, Ruggles, Vulcano (6)

Nays: None (0)

REPORTS RECEIVED BY COUNCIL

There were no reports received by Council.

REPORTS OF COMMITTEES

Mr. Brown, Chairman of the Finance Committee, spoke regarding legislation, which he would have for later in the meeting, regarding approving transfers of funds in the 2011 Bond Fund Budget, in the 2015 Capital Projects Fund Budget, the 2015 Parks & Open Space Fund Budget, and establishing budgets for the 2015 Software Lease Fund Budget, the 2015 Taxable Bond Fund Budget, and the 2015 Tax-exempt Bond Fund Budget.

Mrs. Vulcano, Chairman of the Economic Development Committee, reported that a Vacant Property Review Board meeting had been held at 5:00 p.m. and they discussed the duties of the Committee and the possibility of refocusing their attention.

Mrs. Vulcano also reported that West Ward Neighborhood Partnership Business Roundtable meeting would be held on November 3, 2015, 6:00 p.m. at the Easton Home, located at 10th and Northampton Street.

Dr. Warner, Chairman of the Planning Committee, was absent.

Ms. Mauro, Chairman of the Public Safety Committee, said that she felt she had a conflict of interest in voting on the proposed Operating Budget. She explained that her father was the City Engineer and that contained in the proposed budget was a 3% salary increase for non-union personnel and wished to be allowed to recuse herself from voting on the Operating Budget.

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Mr. Murphy City Solicitor and Mr. Scheer, Assistant City Solicitor both explained that they did not feel that this was a conflict of interest. They said that it was a De Minimis amount part of the entire budget, and that her father was part of a group, (non-union personnel), and that she would not be voting only for a salary increase for her father. They both stated that it was up to Council members to vote on allowing her to or not allowing her to abstain from the vote on the budget.

Council members made comments and asked questions, regarding Ms. Mauro's request which were answered by Mr. Murphy and Mr. Scheer.

Ms. Mauro reported that a Public Safety Committee meeting had been held on October 27, 2015 and that Fire Department personnel and training had been discussed.

Dr. Ruggles, Chairman of the Public Works Committee, spoke regarding legislation which he would have for later in the meeting, regarding approving an amendment to the Articles of Incorporation for the Easton Area Joint Sewer Authority.

Dr. Ruggles asked Mr. Hopkins, Director of Public Works to speak with Council regarding Stop Signs at 11th and Lehigh Street and future signs at Iron and Berwick Streets, which he did.

Ms. Mauro asked questions regarding crosswalks on Smith Avenue, sidewalks on Smith Avenue, traffic calming, and a driver feed back item at Saint John Street which were addressed by Mayor Panto and Mr. Hopkins.

Mr. Edinger, Chairman of the Administration Committee, spoke regarding legislation, which he would have for later in the meeting, regarding the approval of the City's Harassing Conduct in the Workplace policy.

Dr. Ruggles made comments and asked questions regarding procedures contained in the policy, which were answered by Mr. Redding, Director of Human Resources and Mr. Murphy and Mr. Scheer.

Mr. Murphy, City Solicitor reported that before the meeting Council had held an Executive session and had discussed a Real Estate issue.

Mayor Panto thanked and commended the City staff and employees for their work with the movement to the New City Hall. He said that the dedication, open to the public, of the New City Hall was set for October 31, 2015 from 1:00 p.m. until 4:00 p.m., and spoke regarding what would take place during the dedication ceremonies.

CORRESPONDENCE

There was no Correspondence received by Council:

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UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

An October 19, 2015 memorandum, regarding Council Agenda Items, was received from David Hopkins, Director of Public Works.

Bill 46, Approving the transfer of funds in the 2011 Bond Fund Budget was introduced by Mr. Brown and ordered processed for adoption.

This Bill would approve the transfer of \$29,750 from Account No. 153-5052-437228, N. 3rd Parking Lot Improvements to Account 153-5000-4740, Machinery.

Bill 47, Amending Article III, Traffic Control Map, of Chapter 560, Vehicles and Traffic, of the Code of the City of Easton, Pa., was introduced by Ms. Mauro and ordered processed for adoption.

This Bill would approve the erection of a Stop Sign for Eastbound traffic on Lehigh Street at S. 11th Street.

Bill 48, Amending the 2015 Capital Projects Fund Budget was introduced by Mr. Brown and ordered processed for adoption.

This Bill would amend the 2015 Capital Projects Fund Budget by increasing Revenues and Expenditures by \$40,000.

Bill 49, Amending the 2015 Parks & Open Space Fund Budget was introduced by Mr. Brown and ordered processed for adoption.

This Bill would amend the 2015 Parks & Open Space Fund Budget by increasing Revenues and Expenditures by \$40,000.

Bill 50, Providing Revenues and Appropriating Specific Sums to be required for the 2015 Software Lease Fund Budget was introduced by Mr. Brown and ordered processed for adoption.

This Bill would establish a 2015 Software Lease Fund Budget with \$347,900 for Revenues and Expenditures.

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Bill 51, Providing Revenues and Appropriating Specific Sums to be required for the 2015 Taxable Bond Fund Budget.

This Bill would establish a 2015 Taxable Bond Fund Budget with \$765,000 for Revenues and Expenditures.

Bill 52, Providing Revenues and Appropriating Specific Sums to be required for the 2015 Tax-Exempt Bond Fund Budget.

This Bill would establish a 2015 Tax-Exempt Bond Fund Budget with \$3,925,000 for Revenues and Expenditures.

A September 30, 2015, letter regarding an amendment of the Easton Area Joint Sewer Authority Articles of Incorporation was received from Alan McFall

The next item on the Agenda was a proposed Resolution which would approve and authorize Articles of Amendment to amend the Articles of Incorporation of the Easton Area Joint Sewer Authority.

The following Resolution was introduced by Dr. Ruggles:

173-2015

The above Resolution was adopted on motion of Dr. Ruggles and Mr. Edinger by the following vote:

Yeas: Vulcano, Panto, Brown, Edinger, Mauro, Ruggles (6)

Nays: None (0)

An October 15, 2016 memorandum, regarding Harassing Conduct in the Workplace, was received from Marc Redding, Human Resources Manager.

The next item on the Agenda was a proposed Resolution which would approve the City's Harassing Conduct in the Workplace policy.

The following Resolution was introduced by Mr. Edinger:

174-2015

The above Resolution was adopted on motion of Mr. Edinger and Mr. Brown by the following vote:

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Council members made comments and asked questions concerning some of the contents of the policy, which were answered by Mr. Redding, and Attorneys Murphy and Scheer.

PUBLIC COMMENT
(On any item)

There were no remarks from the audience.

ADJOURNMENT

With no further business, the meeting was adjourned at 7:20 p.m. on motion of Dr. Ruggles and Mr. Brown by the following vote:

Yeas: Mauro, Ruggles, Vulcano, Panto, Brown, Edinger (6)

Nays: None (0)


Thomas A. Hess
City Clerk

NOTICE OF PUBLIC DISPLAY AND PUBLIC HEARING ANNUAL ACTION

NOTICE OF PUBLIC DISPLAY AND PUBLIC HEARING ANNUAL ACTION PLAN AND BUDGET MODIFICATION CITY OF EASTON, PA In accordance with the Federal regulations at 24 CFR, Part 91, the City of Easton has prepared an Annual Action Plan for the Forty second Year Fiscal Year 2016 Program. The City of Easton will hold a public hearing on Wednesday, February 24, 2016, at 6:00 p.m. to solicit citizen comments on the Plan for F.Y. 2016. The hearing will be held in the Council meeting room, City Hall, 123 South Third Street, Easton, PA 18042. Copies of the Plan for F.Y. 2016 are available for public inspection and review at the following locations for a thirty-day period from February 1, 2016 to March 2, 2016. City Clerk's Office Easton Government Center, 6th Floor One South Third Street County Government Services Center Washington and Seventh Streets Easton Public Library Church and Sixth Streets Easton Area Neighborhood Centers 902 Philadelphia Road The Plan will be posted on line at: www.easton-pa.gov (The Plan will be provided in alternative formats for persons with special needs. Please contact the Planning office as stated below). The Plan identifies the activities that will be undertaken to address priority needs and local objectives. Such activities include support for non-profit public service agencies, economic development activities, acquisition/rehab/ resale of homes and street improvements. The City expects to receive an entitlement grant of and estimated \$785,000 for the Community Development Block Grant program year which will run January 1, 2016 through December 31, 2016. The City of Easton intends to submit the Plan for F.Y. 2016 to the U.S. Department of Housing and Urban Development (HUD) on or about March 10, 2016. This date is subject to change depending upon HUD release of the final City of Easton CDBG allocation. Interested persons are encouraged to express their views on the Plan for F.Y. 2016 at the public hearing or in writing to Easton Planning & Zoning Department, Easton Government Center, 123 South Third Street, 3rd Floor, Easton, PA 18042, Attention: Ms. Tina Roseberry, Director. All comments received by March 2, 2016 will be considered. The City is also seeking comments on a proposed budget modification to the FY 2015 CDBG Program. The City received FY 2015 program income from the sale of properties and is reprogramming unused and unallocated funds of \$55,192.61. The City proposed to use these funds for existing activities in the budget including: Easton Department of Community and Economic Development Loan Capital and Easton Department of Public Works for Easton Youth Corps program. The program income and re-allocation increases the allocation for such activities by more than 25%. Copies of the Modification to the Action Plan for F.Y. 2015 are available for public inspection and review at the following locations for a 30 day period from Monday, February 1, 2016 to Wednesday, March 2, 2016 at the City Clerk's Office, Easton Government Center, 123 S. Third Street, 3rd floor, Easton, PA 18042. The modifications will be posted on line at www.easton-pa.gov. The City of Easton will hold a public hearing on Wednesday, February 24, 2016 to solicit citizen comments on the FY 2015 budget modification. The hearing will be held at 6:00 p.m. in the Council Chambers, City Hall, 123 S. Third Street, Easton, PA 18042. Persons with special needs, please contact the City to make arrangement (610) 250-6651 or TDD users: 7-1-1 PA Relay Center). Any persons interested on commenting on the budget modification changes to the FY 2015 Action Plan may do so in writing to Planning and Zoning, Easton Government Center, 123 S. 3rd Street, Easton, PA 18042, Attention: Ms. Tina Roseberry. All comments received by March 2, 2016 will be considered.

Appeared in: **The Express-Times** on Tuesday, 02/02/2016

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CITY COUNCIL
AGENDA

Stated Session
Wednesday
February 24, 2016
6:00 P.M.

1. CALL TO ORDER
2. INVOCATION
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL
5. APPROVAL OF AGENDA
6. ACTION ON MINUTES – February 10, 2016 Council Meeting Minutes
7. SWEARING IN OF NEW POLICE OFFICERS
8. PRESENTATION – EACC, 2015 Summer Nights Program
9. PUBLIC HEARING – 2016 CDBG Program
10. PUBLIC HEARING – City of Easton Comprehensive Plan
11. PUBLIC COMMENT (Agenda Items Only)
12. CONSENT AGENDA
 - a. Bill 5, Approving a Lease Agreement with Joseph Herbert.
 - b. Bill 6, Approving a Five Year Lease Agreement with the Fisher Golkin Group, LLC.
 - c. Bill 7, Approving a Five Year Lease Agreement with F & G Insurance Agency, LLC.
 - d. Resolution approving an Independent Contractor Agreement with Joseph Herbert.
 - e. Resolution approving a Certificate of Appropriateness for 137-139 Northampton St.
 - f. Resolution approving a Certificate of Appropriateness for 456 Northampton St.
 - g. Resolution approving a Certificate of Appropriateness for 525 Northampton St.
13. REPORTS RECEIVED BY COUNCIL
14. REPORTS OF COMMITTEES
 - (a) Finance (Kenneth Brown)
 - (b) Economic Development (Sandra Vulcano)
 - (c) Planning and Code (David O’Connell)
 - (d) Public Safety (Peter Melan)
 - (e) Public Works (Roger Ruggles)
 - (f) Administration (James Edinger)
 - (g) Report of City Solicitor (Attorney William Murphy)
 - (h) Report of Mayor (Salvatore J. Panto Jr.)

-Over-

15. CORRESPONDENCE

16. UNFINISHED BUSINESS

17. NEW BUSINESS

(a) Introduction of Legislative Bills

1. Bill 8, Vacating Church Street from North Sixth Street to Hester Street.

(b) Resolution approving a Street Lighting Agreement.

(c) Resolution authorizing an application for a Pa. Historical and Museums Commission Grant.

(d) Resolution approving Job Descriptions.

18. PUBLIC COMMENT – (Any Matter)

19. ADJOURNMENT

Minutes of the Council of the City of Easton, Pa.

February 24, 2016

Easton, Pa
Wednesday
February 24, 2016
6:20 p.m.

City Council met in stated session at the above date and time, in Council Chambers, located on the third floor of City Hall, 123 S. 3rd Street, Easton Pa., to consider any business that may lawfully be brought before the body and to conduct Public Hearings for 2015 CDBG Program and for the City's Comprehensive Plan, and to receive a presentation on the West Ward Summer Nights Out Program.

The invocation was given by Mayor Panto followed by the Pledge of Allegiance.

ROLL CALL

Present: Edinger, Melan, O'Connell, Ruggles, Vulcano, Panto (6)

Absent: Brown (1)

Also in attendance were Thomas A. Hess, City Clerk, Tony Bassil, City Controller and Joel Scheer, Assistant City Solicitor. There were thirty-eight other persons present.

APPROVAL OF AGENDA

On motion of Dr. Ruggles and Mr. Melan, the Agenda was approved by the following vote:

Yeas: Edinger, Melan, O'Connell, Ruggles, Vulcano, Panto (6)

Nays: None (0)

ACTION ON MINUTES

On motion of Mrs. Vulcano and Mr. O'Connell the February 10, 2016 Council Meeting minutes, as submitted, were approved by the following vote:

Yeas: Edinger, Melan, O'Connell, Ruggles, Vulcano, Panto (6)

Nays: None (0)

SWEARING IN OF NEW POLICE OFFICERS

At this time Mayor Panto ceremonially swore in Taylor Magditch and Justin Winters, as the two newest Easton Police Officers. The two men were officially sworn in on January 29, 2016

All Council members welcomed the men to the City and the Police Department, thanked them for their determination and for wanting to be a member of an excellent Department. They also

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thanked the City for their dedication to the Department and wished the men good luck in their careers.

PRESENTATION – EACC, 2015 SUMMER NIGHTS PROGRAM

Right before the meeting an Easton Community Center representative requested that they be rescheduled for the March 9, 2016 Council meeting.

PUBLIC HEARING – 2016 CDBG PROGRAM

At 6:31 p.m., Mayor Panto opened the Public Hearing and turned it over to Mr. O'Connell who read the following statement:

“The purpose of this evening’s hearing is to obtain views and comments from individuals and organizations concerning the City’s goals and objectives for the 2016 Action Plan for the City of Easton.”

“The annual plan identifies the activities that will be undertaken to address priority needs and local objectives. Such activities include support for non-profit public service agencies, economic development activities, the acquisition rehab and resale of homes, street improvements, and security improvements for Easton Area Community Center.”

“On Wednesday, February 17, 2016, the City received notification they will be awarded an entitlement grant of \$796,942 for the CDBG program year which will run January 1, 2016 through December 31, 2016.”

“Final approval of the 2016 Annual Action Plan will be made by City Council as early as March 9, 2016.”

Tina Roseberry, Director of Planning, spoke regarding excess CDBG funds from 2014 and 2015 and an increase in the anticipated 2016 funds. She said that a Resolution, for the March 9, 2016 Council meeting, must be created which will state what the excess funds will be used for. She spoke regarding the City’s recommendation regarding what the excess funds would be used for.

Mr. Melan asked if the organizations that had applied for funds were notified that the City was awarded the funds.

Ms. Roseberry said that once the plan was approved by Council, a letter would be sent to all of the applicants informing them of their granted allotment.

Mr. Melan asked if there was a list of the organizations that had applied for funds.

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Mayor Panto said that there was a list which was presented with these applications, at the first Public Hearing held on October 28, 2015. He said that Mr. Melan and Mr. O'Connell were not on Council at that time and directed Ms. Roseberry to forward a list and a copy of the organizations application to Mr. Melan and Mr. O'Connell.

There were no questions from Council or the audience.

At 6:35 p.m., Mr. O'Connell closed the hearing.

PUBLIC HEARING – CITY OF EASTON COMPREHENSIVE PLAN

At 6:36 p.m., Mayor Panto opened the Public Hearing and turned it over to Mr. O'Connell, who read the following statement.

“The purpose of this evening’s hearing is to obtain views and comments from individuals and organizations concerning the City’s Draft Comprehensive Plan.”

“A presentation was given in January that unveiled the findings and recommendations of the draft plan.”

“The 2035 Comprehensive Plan is a document that governs land use and community programming for the next 20 years. The plan presents many capital projects and programs related to downtown redevelopment, neighborhood revitalization and programming, ordinance review and recommended changes, and strategic planning for neighborhoods, street corridors and parks and recreation.”

“The City has reached out to our neighboring municipalities, Lehigh Valley Planning Commission as well as the Easton Area School District for comments and concerns.”

“After the public comment period requirements are completed, tonight the City will incorporate final recommendations of the Council and public over the next 30 days.”

Tina Roseberry, Director of Planning, presented a Power Point presentation which included the Plan Overview, Vision and Framework of the Plan, Priority Projects and the next steps to be taken. She requested that Council members further review the proposed plan and that she would attend one of the Council Committee meetings in March to discuss their possible recommendations.

Scott Slingerland, 1517 Spring Garden Street, Director of the Coalition for Appropriate Transportation and a League of America Bicyclists Cycling Instructor spoke to Council regarding his organization’s work to support smart bicycling, pedestrian access, trails and transit overlaps significantly with the proposed plan.

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Kurt Ehly, 305 W. Monroe Street, spoke regarding the lack of emphasizing on economic development within the plan.

Mayor Panto said that most of what Mr. Ehly was concerned with was contained in the Zoning Code, which would be worked on after the passage or acceptance of the Comprehensive Plan, and asked Mr. Ehly to put his concerns and recommendations in writing to be presented to the Planning Department and Council.

There were no further comments or questions from Council or the audience.

At 6:57 p.m., Mr. O'Connell closed the hearing.

PUBLIC COMMENT

Agenda Items Only

Linda Coughlin, PO Box, 4616, Warren, New Jersey, spoke to Council regarding her request, to the Historic District Commission for installation of a door on property that she owns at 525 Northampton Street, the actions taken by the Commission and regarding their recommendations on what must be done.

Council members asked questions and made comments regarding Ms. Coughlin's concerns and said that the proposed Resolution for the installation of a door at 525 Northampton Street would be amended later in the meeting, which would allow her to locate the door on either the left or right side of the entrance.

CONSENT AGENDA

Mayor Panto requested that the Resolution regarding approval of a Certificate of Appropriateness for 525 Northampton Street be removed from the Consent Agenda and placed as the last item under New Business.

On motion of Mrs. Vulcano and Mr. Edinger, the following items were adopted by the following vote:

Bill 5, (Ordinance 5539), Approving a Lease Agreement between the City of Easton Pa., and Joseph Herbert. This Bill approved a Lease Agreement for the leasing of the property at 393 Island Park Road.

Bill 6, (Ordinance 5540), Approving a Five (5) Year Lease Agreement between the City of Easton, Pa. and Fisher Golkin Group, LLC. This Bill approved a five year Lease Agreement for the leasing of Suite 4 at 123 S. Third Street.

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Bill 7, (Ordinance 5541), Approving a Five (5) Year Lease Agreement between the City of Easton, Pa. and F & G Insurance Agency, LLC. This Bill approved a five year Lease Agreement for the leasing of Suite 5 at 123 S. Third Street.

Resolution 32-2016, which approved an Independent Contractor Agreement with Joseph Herbert for the maintaining of the property located at 393 Island Park Road.

Resolutions 33-16 and, 34-16 which approved Certificates of Appropriateness for 137-139 Northampton Street, and 456 Northampton Street for the installing of gooseneck lighting and the installation of a sign.

Yeas: Vulcano, Panto, Edinger, Melan, O'Connell, Ruggles (6)

Nays: None (0)

REPORTS RECEIVED BY COUNCIL

There were no reports received by Council:

REPORTS OF COMMITTEES

Mr. Brown, Chairperson of the Finance Committee was absent.

Mrs. Vulcano, Chairperson of the Economic Development Committee reported that the West Ward Neighborhood Partnership Roundtable meeting was held on February 16, 2016 at the Easton Home, which was attended by several business representatives, Police Personnel and Code Personnel. She said that they would be moving forward with the pocket guide of West Ward Restaurant listings of which the printing is being donated by Nick Alfero. She reported that the 2016 Peace Candle lighting ceremony had been discussed at the February 23, 2016 Council Committee meeting which was well attended. She said that a decision would be made sometime in March as to the night the ceremony would be held. She thanked Easton Main Street and its volunteers for their presentation and for their efforts to the event on 2015.

Mr. O'Connell, Chairperson of the Planning and Code Committee had no report.

Mr. Melan, Chairperson of the Public Safety Committee had no report.

Dr. Ruggles, Chairperson of the Public Works Committee had no report.

Mr. Edinger, Chairperson of the Administration Committee had no report.

Mr. Scheer, Assistant City Solicitor, reported that before the meeting Council held an Executive Session and that Personnel matters, a Real Estate matter and a legal suit had been discussed.

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Mayor Panto said that he would be forming a committee to review the Historic District Commission Ordinance and asked Mr. O'Connell to chair the committee, and also said that Tina Roseberry, Director of Planning would be a member. He commended Director Hopkins for working on the Street Lighting Agreement with Met Ed for LED lighting. This will be a pilot program on Lehigh Street and will save the City a large amount of money on the Electric Bills for street lighting, and spoke regarding the application for a grant with the Pennsylvania Historical and Museum Commission for construction activities in the Canal at Hugh Moore Park.

CORRESPONDENCE

There was no correspondence received by Council:

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

Bill 8, An Ordinance vacating Church Street from North Sixth Street to Hester Street and repealing Ordinances inconsistent herewith, was introduced by Dr. Ruggles and ordered processed for adoption.

A memorandum, dated February 17, 2016, regarding Council Agenda Items was received from David Hopkins, Director of Public Works.

The next item on the Agenda was a proposed Resolution which would approve a Street Lighting Agreement with the Metropolitan Edison Company.

The following Resolution was introduced by Dr. Ruggles:

35-2016

The above Resolution was adopted on motion of Dr. Ruggles and Mr. Edinger by the following vote:

Yeas: O'Connell, Ruggles, Vulcano, Panto, Edinger, Melan (6)

Nays: None (0)

The next item on the Agenda was a proposed Resolution which would authorize the application for a Pennsylvania Historical and Museums Commission grant in the amount of \$100,000 for construction activities in the Canal at Hugh Moore Park.

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The following Resolution was introduced by Dr. Ruggles:

36-2016

The above Resolution was adopted on motion of Dr. Ruggles and Mrs. Vulcano by the following vote:

Yeas: Ruggles, Vulcano, Panto, Edinger, Melan, O'Connell (6)

Nays: None (0)

The next item on the Agenda was a proposed Resolution which would approve Job Descriptions for the Assistant City Engineer and the City Forester.

The following Resolution was introduced by Dr. Ruggles:

37-2016

Mr. Melan said that he did not agree with the salary for the Assistant City Engineer's position as it was in the Salary and Wage Resolution.

There was a discussion between Council members and Mr. Hopkins regarding the needed qualifications of the person to fill the position and why the City felt that the salary was commensurate with the position.

The above Resolution was adopted on motion of Dr. Ruggles and Mr. O'Connell by the following vote:

Yeas: Vulcano, Panto, Edinger, Melan, O'Connell, Ruggles (6)

Nays: None (0)

The next item on the Agenda was a proposed Resolution which would approve a Certificate of Appropriateness for the repair or installation of new front doors at 525 Northampton Street.

The following Resolution was introduced by Mr. O'Connell:

37-2016

On motion of Mrs. Vulcano and Mr. O'Connell the above Resolution was amended by adding the following at end of the paragraph that began with NOW THEREFORE BE IT RESOLVED; "as amended in Paragraph 3 of the Historic District Report to allow for the respective doors to be located on either the right or left.", by the following vote:

Yeas: Edinger, Panto, Vulcano, Ruggles, O'Connell, Melan (6)

CITY COUNCIL
AGENDA

Stated Session
Wednesday
March 9, 2016
6:00 P.M.

1. CALL TO ORDER
2. INVOCATION
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL
5. APPROVAL OF AGENDA
6. ACTION ON MINUTES – February 24, 2016 Council Meeting Minutes
7. CERTIFICATE OF APPRECIATION – Gladys Rodenbough
7. PRESENTATION – EACC, 2015 Summer Nights Program
8. PUBLIC COMMENT (Agenda Items Only)
9. CONSENT AGENDA
10. REPORTS RECEIVED BY COUNCIL
 - (a) Easton Fire Department Monthly Report for January 2016
11. REPORTS OF COMMITTEES
 - (a) Finance (Kenneth Brown)
 - (b) Economic Development (Sandra Vulcano)
 - (c) Planning and Code (David O’Connell)
 - (d) Public Safety (Peter Melan)
 - (e) Public Works (Roger Ruggles)
 - (f) Administration (James Edinger)
 - (g) Report of City Solicitor (Attorney William Murphy)
 - (h) Report of Mayor (Salvatore J. Panto Jr.)
12. CORRESPONDENCE
 - (a) Northampton County Livable Landscapes, letter regarding 21st Century Open Space Initiative Grants.
13. UNFINISHED BUSINESS
14. NEW BUSINESS
 - (a) Introduction of Legislative Bills
 1. Bill 9, Amending the 2016 General Fund Budget.

-Over-

2. Bill 10, Establishing a Civil Service Board.

- (a) Resolution approving 2016 CDBG Allocations
- (b) Resolution approving the reallocation of CDBG funds.
- (c) Resolution designating the night for the Peace Candle Lighting.
- (d) Resolution approving a Management Agreement with the YMCA.

15. PUBLIC COMMENT – (Any Matter)

16. ADJOURNMENT

Resolution
of the
City of Easton, Pennsylvania

No. 39-2016

Date: March 9, 2016

Introduced by: David O'Connell

WHEREAS the Council of the City of Easton, PA., approves an Agreement between the City of Easton and the Department of Housing and Urban Development for the purposes of procuring Community Block Grant Funds in the amount of \$796,942; and

WHEREAS the City of Easton held a Public Hearing on October 28, 2015 to assess community needs; and

WHEREAS a proposed use of funds for the 2016 program was made available for public review on February 1, 2016 in accordance with the City's Citizen Participation Plan; and

WHEREAS a second public hearing was held on February 24, 2016 to invite public comment on the proposed use of funds.

NOW THEREFORE BE IT RESOLVED THAT, the following projects and programs which constitute the City's Consolidated Action Plan for Fiscal Year 2016, are hereby authorized for funding:

- | | |
|------------------------------------------|--------|
| • ProJeCT | 10,000 |
| • CACLV – WWNP Residential Improvements | 30,000 |
| • Easton Area Neighborhood Center | 20,000 |
| • Boys and Girls Club | 10,000 |
| • Family Connections of Easton | 5,000 |
| • Greater Easton Development Partnership | 50,000 |
| • Easton Area Community Center | 4,000 |

- City of Easton
 - Police – Public Services 20,000
 - Fire – Equipment Upgrade 40,000
 - DPW -Northampton Street Lighting 161,800
 - Code Enforcement 111,000
 - Program Administration 141,000
 - 108 Loan Neston Heights 92,200
 - Property Acquisition and Rehabilitation 81,942
 - Loan Capital 20,000

This is to certify the above resolution was adopted by City Council on the above date.

Attest: 
 City Clerk

Signed: 
 Mayor

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Easton, Pa
Wednesday
March 9, 2016
6:00 p.m.

City Council met in stated session at the above date and time, in Council Chambers, located on the third floor of City Hall, 123 S. 3rd Street, Easton Pa., to consider any business that may lawfully be brought before the body and to receive a presentation on the West Ward Summer Nights Out Program.

The invocation was given by Mr. Brown followed by the Pledge of Allegiance.

ROLL CALL

Present: Brown, Edinger, Melan, O'Connell, Ruggles, Vulcano, Panto (7)
Absent: None (0)

Also in attendance were Thomas A. Hess, City Clerk, and William Murphy, City Solicitor. There were thirty-one other persons present.

APPROVAL OF AGENDA

On motion of Mrs. Vulcano and Dr. Ruggles, the Agenda was approved by the following vote:

Yeas: Brown, Edinger, Melan, O'Connell, Ruggles, Vulcano, Panto (7)
Nays: None (0)

ACTION ON MINUTES

On motion of Dr. Ruggles and Mr. Brown the February 24, 2016 Council Meeting minutes, as submitted, were approved by the following vote:

Yeas: Edinger, Melan, O'Connell, Ruggles, Vulcano, Panto, Brown (7)
Nays: None (0)

CERTIFICATE OF APPRECIATION

At this time a Certificate of Appreciation was read, which thanked Gladys Rodenbough, for her years of service, 1998-2016, to the City of Easton and its Citizens upon her retirement.

PRESENTATION – EACC, 2015 SUMMER NIGHTS PROGRAM

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Sahr Mbriwa, 900 Ridge Street, a Representative of the Easton Area Community Center, handed out a report entitled "Summer Nights 2015 Final Report, and gave a summary of what was contained in the report, see attachment.

Council members asked if the Center had contacted local area colleges to ask for facilitators or for student teachers to assist in the program during the summer, and if they had tracked the progress of students that had gone through the program. Mr. Mbriwa said that they had not, as of this time.

Mayor Panto said that the Council appreciated the report and spoke regarding the Summer Nights Program.

PUBLIC COMMENT
Agenda Items Only

Dennis Leib, 1208 Chidsey Street, spoke regarding the upcoming decision on what night to hold the Peace Candle Lighting ceremony and also asked the Mayor to respond to an allegation the he was using anonymous e-mail accounts to support his stands for the Candle Lighting Ceremony on the Friday night following Thanksgiving Thursday. He said that as a West Ward resident it was an insult to him for the City's Mayor to hide behind screen names and using social media to pretend to be a West Ward resident to supposedly prop up his administration and to propagandize the state of his neighborhood.

The Mayor said that if Mr. Leib would have asked him this afternoon he might have been able to give him an answer, but he held off his decision until he met with Mr. Mast and Mrs. Kmetz this afternoon at 2:00 p.m. He said that he did not know on Tuesday, March 8, 2016 what his decision would be.

CONSENT AGENDA

There were no items for the Consent Agenda.

REPORTS RECEIVED BY COUNCIL

The following report was received by Council:

- (a) Easton Fire Department Monthly Fire Report for January 2016.

The Mayor accepted the above report on behalf of Council.

REPORTS OF COMMITTEES

Mr. Brown, Chairperson of the Finance Committee, spoke regarding legislation which he would have, for later in the meeting, regarding an Ordinance to amend the 2016 General Fund

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Budget. He reported that a Finance Committee meeting would be held on Tuesday, March 22, 2016.

Mrs. Vulcano, Chairperson of the Economic Development Committee, had no report.

Mr. O'Connell, Chairperson of the Planning and Code Committee reported that a Planning and Code meeting would be held on Tuesday, March 22, 2016.

Mr. Melan, Chairperson of the Public Safety Committee, spoke regarding legislation which he would have, for later in the meeting, regarding an Ordinance to establish the Civil Service Board. He asked Chief Carl Scalzo to speak to Council regarding the disassembly of the Homeless Encampment along the railroad tracks along Lehigh Drive.

Police Chief Carl Scalzo reported on the matter, why it was done, what was found, what was and what is being done for Homeless that had been uprooted.

Mayor Panto spoke regarding the threatening of Social Workers that were trying to help the homeless that were living there, and the threats on City Public Work employees at the site.

Mr. Brown thanked the City and its departments for the effort, and spoke regarding unfunded programs.

Mr. Melan asked what the current status was of the incident.

Chief Scalzo said that clean-up was continuing.

Mayor Panto opened up the floor for comments from the audience on this matter.

Mr. Frank Sinclair, 623 Ferry Street, spoke regarding the homeless in the area and the City, spoke regarding conditions at the Homeless Encampment, and asked where the uprooted persons could go for assistance.

Mr. Sinclair was given a couple of locations where the people could go for assistance.

Mr. Henry Rodriguez Jr., 130 W. Berwick Street, spoke regarding his condition as a former homeless person, his alcohol addition, his physical condition, and occurrences at the Homeless Encampment, and Safe Harbor.

Dr. Ruggles, Chairperson of the Public Works Committee, spoke regarding legislation, which he would have for later in the meeting regarding a Resolution which would approve a Management Agreement for Eddyside and Heil pools.

Mr. Edinger, Chairperson of the Administration Committee had no report.

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Mr. Murphy, City Solicitor, had no report.

Mayor Panto reported that he had attended a National League of City's meeting in Washington DC and related what had been discussed.

CORRESPONDENCE

The following correspondence was received by Council:

- (a) Northampton County Livable Landscapes, letter regarding the Century Open Space Initiative Grants.
- (b) Mr. Melan received 4 e-mails from the following persons regarding the Peace Candle Lighting Ceremony:

Timothy D. Reilly
Becky Rosenbauer
Meg Sayago
Mary Liz Colley

Mayor Panto said that he had also received an E-Mail regarding the lighting ceremony.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

A memorandum, dated March 4, 2016, regarding a proposed 2016 Budget amendment was received from Cassandra Williams, Finance Director

Bill 9, Amending the 2016 General Fund Budget, was introduced by Mr. Brown and ordered processed for adoption.

This Bill would amend the 2016 General Fund Budget by increasing Revenues and Expenditures by \$60,306.00

Bill 10, Establishing the Civil Service Board was introduced by Mr. Melan and ordered processed for adoption.

This Bill would eliminate the Police, Fire, Health and Technical Civil Service Boards and replace them with one Civil Service Board.

The next item on the Agenda was a proposed Resolution which would approve the 2016 CDBG allocations.

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The following Resolution was introduced by Mr. O'Connell:

39-2016

Mr. Melan asked that \$4,000 dollars be allocated towards an agreement with Nixle.

There was a discussion on this matter with no action taken.

The above Resolution was adopted on motion of Mr. O'Connell and Mr. Edinger by the following vote:

Yeas: Panto, Brown, Edinger, Melan, O'Connell, Ruggles, Vulcano (7)

Nays: None (0)

The next item on the Agenda was a proposed Resolution which would increase funding for the 2013 Consolidated Action Plan by \$55,192.60.

The following Resolution was introduced by Mr. O'Connell

40-2016

The above Resolution was adopted on motion of Mr. O'Connell and Dr. Ruggles by the following vote:

Yeas: Brown, Edinger, Melan, O'Connell, Ruggles, Vulcano, Panto (7)

Nays: None (0)

The next item on the Agenda was a proposed Resolution which would set the night for the Peace Candle Lighting Ceremony.

The following Resolution was introduced by Mrs. Vulcano:

41-2016

There was a discussion on whether to designate the Friday or Saturday night following Thanksgiving Thursday as the designated night. All Council persons stated their choice in nights.

On motion of Mayor Panto and Mr. Brown, the above Resolution was amended by changing the night from Friday night following the Thanksgiving Thursday to the Saturday night following Thanksgiving Thursday by the following vote:

Yeas: Brown, Panto, Vulcano, Ruggles, O'Connell, Melan, Edinger (7)

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Nays: None (0)

The above amended Resolution was adopted on motion of Mrs. Vulcano and Mr. Brown by the following vote:

Yeas: Edinger, Melan, O'Connell, Ruggles, Vulcano, Panto, Brown (7)

Nays: None (0)

A March 3, 2016 e-mail, regarding Agenda Items, was received from David Hopkins.

The next item on the Agenda was a proposed Resolution which would approve a Management Agreement between the City and the YMCA of Easton, Phillipsburg and Vicinity for the managing of the City's two outdoor pools at Eddyside and Heil Parks.

The following Resolution was introduced by Dr. Ruggles:

42-2016

The above Resolution was adopted on motion of Dr. Ruggles and Mr. Brown by the following vote:

Yeas: Melan, O'Connell, Ruggles, Vulcano, Panto, Brown, Edinger (7)

Nays: None (0)

PUBLIC COMMENT
(On any item)

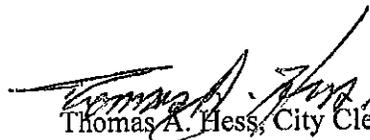
Kurt Ehly, 305 W. Monroe Street, said that he was happy to hear that Council changed the night of the Candle Lighting Ceremony which the public wanted, and thanked Council for their decision.

ADJOURNMENT

With no further business, the meeting was adjourned at 7:19 p.m., on motion of Mrs. Vulcano and Mr. Brown by the following vote:

Yeas: Melan, O'Connell, Ruggles, Vulcano, Panto, Brown Edinger (7)

Nays: None (0)


Thomas A. Hess, City Clerk

6. Summary of comments or views not accepted and the reasons for not accepting them

Absolutely no comments were received during the public review period or during the public hearings.

7. Summary

The City of Easton interviewed representatives from a wide range of organizations to gather input on the City's housing and community development needs. Two public hearings were held during the Annual Action Plan preparation process. Pursuant to public notifications, a public meeting was held on October 28, 2015 and a second public meeting was held on February 24, 2016. There was a public comment period from February 1 to March 2nd of 2016. The final 2016 Annual Action Plan has been prepared and adopted via resolution at City Council's March 9th meeting. These public meetings were advertised in the *Express-Times* and announced online at www.easton-pa.gov.

The Plan documents and analyses: demographic, income, household, age characteristics, public housing, affordability, vacancy, homelessness, economic and development trends. CDBG annual application packages were mailed to various housing and supportive service providers. The plan proposes to prioritize projects and programs that benefit low and moderate income persons; prevent and or eliminate blight; increase homeownership; preserve and improve existing housing; help the homeless and/or at risk families; economic development; maintain infrastructure; improve accessibility; improve public safety; and prioritize the improvement of the City's West Ward.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	EASTON	Department of Planning and Zoning

Table 1 – Responsible Agencies

Narrative (optional)

Recently the City of Easton officially redirected the role of lead agency for both CDBG and HOME programs as the responsibility of the City's Planning and Zoning Department. However, the overall responsibility for the program's management and administration is the Easton Redevelopment Authority (RDA). The RDA is responsible for the preparation of the 5 Year Consolidated Plan and all subsequent annual action plans. The RDA more specifically operates under the leadership of the Planning and Zoning Department Director.

Consolidated Plan Public Contact Information

Christina E. Roseberry, Director of Planning and Zoning

123 S. Third Street, 3rd Floor

Easton, PA 18042

Phone: 610-250-6651

Email: troseberry@easton-pa.gov

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

The City of Easton will utilize CDBG funds and other federal funds provided by the U.S. Department of HUD to address community revitalization, affordable and suitable housing, housing rehabilitation, infrastructure improvements, economic development, and public services in ways that facilitate improvement and a better quality of life within the City.

CDBG funds are intended to provide lower and moderate income households with viable communities, including decent housing, a suitable living environment, and expanded economic opportunities. Eligible activities include community facilities and improvements, housing rehabilitation and preservation, affordable housing development activities, public services, economic development, planning, and administration.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

All public hearings were advertised in the local newspaper of general circulation, the *Express-Times*. The needs within the community were identified through a series of interviews, surveys, and public meetings. In agreement with 24 CFR 91.115(e), the City of Easton has endorsed the plan for resident participation as per the requirements of its CDBG program. The Citizen Participation Plan is on file at the offices of the Department of Community & Economic Development. Pursuant to public notifications, a public meeting was held on October 28, 2015 and a second public meeting was held on February 24th, 2016. A third public notification will be published to announce HUD's 2016 final allocation. The 2016 HUD 2016 allocation is \$796,942. All hearings were held in the City Council Chambers at City Hall. The public hearings were advertised in the *Express-Times*. Notification of both hearings was also posted at the City Clerk's Office in City Hall, and on-line via the City's website: www.easton-pa.gov.

In agreement with 24 CFR 91.100(4), the City of Easton notified the adjacent units of government that it was completing this CP. In addition, a copy of the completed Annual Action Plan (AP) was sent to the Northampton County Commissioner's Office and to the State Department of Community and Economic Development (DCED). A summary of the AP was published in *Express-Times* on February 1, 2016 alerting interested persons as to the availability of the AP. The AP was placed on the City's web-site and was also available in City Hall. The public review period was from February 1 to March 2, 2016 (30-days). The City Council approved the final AP on March 9th 2016 by resolution.

The AP preparation was coordinated with the following agencies:

HACE. The Housing Authority of the City of Easton (HACE) a public entity in Easton that utilizes HUD funding. HACE's board is appointed by the Mayor of Easton. HACE's board employs an Executive Director who is responsible for managing and administering its state and federal funding.

Non-Profit Organizations in the community: Several non-profit organizations administer a range of programs that address the needs of the low income community. The Community Action Committee of the Lehigh Valley (CACLV) is the community action agency for both Northampton and Lehigh Counties and has an office in Easton. In addition, other organizations such as ProJeCt of Easton, Inc., the Greater Easton Economic Development Program (GEDP), and more contribute to the overall improvement in the quality of life in the City.

Private Industry in the community: Lending institutions support the City and region by providing financing and sometimes grant dollars for special programs that support and supplement community development and housing activities in Easton.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The Consolidated planning process reached out to the Lehigh Valley section of a Regional Homeless Advisory Board Continuum of Care (LVRHAB) to understand their future planning needs. The HUD programs that help the homeless are coordinated by the a Regional Homeless Advisory Board, a 14 county Continuum of Care. The regional Continuum of Care (CoC) was established by the state for the purposes of applying for funding through the U.S. Department of Housing and Urban Development. There are 14 counties and three entitlement communities (Allentown, Bethlehem, and Easton) recognized in the NE Regional CoC. In a single day point in time homeless count for the Lehigh Valley region in 2011 there are: 493 homeless families of which 256 were single families, 33 were unsheltered, 48 were chronically homeless, 33 were veterans, 342 youth and children were estimated to be homeless. Northampton and Lehigh Counties have the highest rate of homelessness as compared to the other 10 participating counties.

The City of Easton employs a Housing Program Coordinator that works within the Redevelopment Authority department. The coordinator attends monthly LVRHAB to share and receive local information regarding homeless and homelessness. LVRHAB is the region's clearing house when it comes to homeless issues, resources, causes of homelessness, veterans issues with homelessness and most importantly coordination of efforts of the region's agencies that are providing services, programs and shelter for the homeless and those "at risk" of homelessness. LVRHAB wants to make sure that any state and federal funding received from the region's agencies is put to the best possible use. They provide oversight to the agencies to make sure agencies their mission, goals and objectives and implementation programs do not have overlap. LVRHAB also helps determine if additional services and programs are needed and which agencies have capacity to expand services. By attending LVRHAB

meetings the City can act as an agent or referral for the various agencies providing such services as well as keeps abreast of the area's pertinent information. The Coordinator also reviews all environmental reviews for housing rehabilitation programs that utilize CDBG and HOME funding. The various agencies consulted with during the Consolidated Plan planning process are listed in Table 2 as well as the final question in this section.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Easton is part of the larger Lehigh Valley Regional Homeless Advisory Board (LVRHAB) on issues pertaining to homelessness. Through participation in larger regional efforts, the City can more effectively address the needs of homeless individuals and families, including the following: homelessness prevention; outreach/assessment; emergency services; and transitional housing.

The priority needs outlined in the Continuum of Care strategy place a high priority on transitional housing for individuals and permanent supportive housing for families and individuals.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	<p>Agency/Group/Organization</p>	<p>Greater Easton Development Partnership</p>
	<p>Agency/Group/Organization Type</p>	<p>Business Leaders</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Economic Development</p>
	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>GEDP was consulted in two ways during the Action Plan process: 1) CDBG project invitation and application package 2) public meeting notifications.</p>
2	<p>Agency/Group/Organization</p>	<p>COMMUNITY ACTION COMMITTEE OF THE LEHIGH VALLEY</p>
	<p>Agency/Group/Organization Type</p>	<p>Housing Service-Fair Housing</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Housing counseling and facade improvements</p>
	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>CACLV was consulted in three ways during the Action Plan process: 1) CDBG project invitation and application package 2) public meeting notifications 3) special project meeting</p>
3	<p>Agency/Group/Organization</p>	<p>EASTON AREA NEIGHBORHOOD CENTER</p>
	<p>Agency/Group/Organization Type</p>	<p>Services - Housing Services-Children Services-Elderly Persons</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Homelessness Strategy Anti-poverty Strategy</p>
	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>EANC was consulted in two ways during the Action Plan process: 1) CDBG project invitation and application package 2) public meeting notifications.</p>

4	Agency/Group/Organization	ProjeCt of Easton, Inc.
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Project of Easton was consulted in two ways during the Action Plan process: 1) CDBG project invitation and application package 2) public meeting notifications.
5	Agency/Group/Organization	Boys and Girls Club of Easton
	Agency/Group/Organization Type	Services-Children Services-Education
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Boys and Girls Club was consulted in two ways during the Action Plan process: 1) CDBG project invitation and application package 2) public meeting notifications.
6	Agency/Group/Organization	Family Connection of Easton, Inc.
	Agency/Group/Organization Type	Services-Children Services-Education
	What section of the Plan was addressed by Consultation?	Pre school education assistance
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Family Connections of Easton was consulted in two ways during the Action Plan process: 1) CDBG project invitation and application package 2) public meeting notifications.
7	Agency/Group/Organization	EASTON
	Agency/Group/Organization Type	Other government - Local Grantee Department

	What section of the Plan was addressed by Consultation?	City of Easton
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	All appropriate City of Easton departments were consulted in three ways during the Action Plan process: 1) CDBG project invitation and application package 2) public meeting notifications 3) stakeholder meeting with departments.
8	Agency/Group/Organization	LEHIGH VALLEY CENTER FOR INDEPENDENT LIVING
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Lehigh Valley Center for Independent Living was consulted in two ways during the Action Plan process: 1) CDBG project invitation and application package 2) public meeting notifications.
9	Agency/Group/Organization	EASTON AREA COMMUNITY CENTER
	Agency/Group/Organization Type	Services-Children Services-Education
	What section of the Plan was addressed by Consultation?	Children's education and sports programs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Easton Area Community Center was consulted in two ways during the Action Plan process: 1) CDBG project invitation and application package 2) public meeting notifications.

Identify any Agency Types not consulted and provide rationale for not consulting

Not for profit housing, education, and public services that assist low and moderate income, homeless, and ageing populations in the Easton area were consulted. The agencies not consulted were local hospitals and mental institutional facilities. Such entities already ensure that there is a process in place for those individual that are discharged have been consulted with on their options for care upon discharge.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Lehigh Valley Regional Homeless Advisory Board	The City of Easton and the Lehigh Valley Regional Housing Advisory Board (LVRHAB) work together with other municipalities and interest groups on similar issues pertaining to homelessness. Jointly they are effectively addressing: homeless prevention; outreach/assessment of homelessness; Emergency services for the homeless; and transitional housing for the homeless. The priority needs outlined in the Continuum of Care strategy.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The City of Easton, Department of Planning and Zoning is responsible for the coordination of the various planning activities and implementation of the CDBG program. Coordination and cooperation continues to be one of the most important elements in the implementation of the 5-Year Consolidated Plan and any subsequent Annual Action Plans. To ensure service delivery coordination is continued, it is essential that each department of the City and the agencies who are recipients of CDBG funds share data, exchange information and consult and coordinate with each of the other service providers. The City intends to meet with recipients and service providers in the regions annually to maximize the effectiveness of its programs. Letters were sent to adjacent municipalities asking for review of the draft 2016 Annual Action Plan. There were no comments received by mail, email and or at the time of the public hearings.

During the Consolidated Plan process, the City consulted with many publically funded agencies having a specialized interest in homelessness including: Lehigh Valley Center for Independent Living; Easton Area Neighborhood Center; Lehigh Valley Center for Independent Living; ProjeCt of Easton; Safe Harbor; Salvation Army; Catholic Charities; Community Action Committee of Lehigh Valley; Valley Youth Housing Committee, Inc. Each were sent the on-line survey. However, the City of Easton, in the past, has provided funding to these agencies. The Northampton County HPRP plan does target two populations facing housing instability or “at-risk”: 1) Individuals and families who are currently in housing but are at risk of becoming homeless and need temporary rent or utility assistance to prevent them from becoming homeless or assistance to move to another unit prevention, and 2) individuals and families who are experiencing homelessness and need temporary assistance in order to obtain

housing and retain it (rapid-rehousing). Easton Hospital, the only hospital within the City of Easton, directs homeless persons seeking shelter and assistance to the aforementioned agencies.

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The City's Planning and Zoning Department staff assists with the preparation of the 2016 Annual Action Plan (AP). The City solicited input for the development of the AP from City departments, County agencies, local non-profits and community groups, and the Housing Authority of the City of Easton. Methods for input included: agency phone/and or in-person consultations, CDBG application package and public hearing invitations. Such outreach and input were critical to goal assessment and objective development.

The public hearings were advertised in the local newspaper of general circulation, the *Express-Times*. The needs within the community were identified through a series of interviews, surveys, and two public hearings. Consistent with 24 CFR 91.115(e), the City of Easton has endorsed the plan for resident participation as per the requirements of its CDBG program.

Pursuant to public notifications, 2 public hearings were held on October 28, 2015 and February 24, 2016. The 2016 Annual Action Plan will be submitted to the U.S. Department of Housing and Urban Development once the final HUD allocation is released. Public hearings were held in the City Council Chambers at City Hall. The public hearings were duly advertised in the *Express-Times*. Hearing notifications were also posted at the City Clerk's Office in City Hall, and on-line via the City's website: www.easton-pa.gov.

In agreement with 24 CFR 91.100(4), the City of Easton notified the adjacent units of government that it was completing this AP. In addition, a copy of the completed AP will be sent to the Northampton County Commissioner's Office and to the State Department of Community and Economic Development (DCED). A summary of the AP was published in *Express-Times* on February 1, 2016 alerting interested persons as to the availability of the AP. The AP was placed on the City's web-site and was also available in City Hall. The public review period was from February 1 to March 2, 2016. City Council anticipates the approval of the submittal of the final programs and projects in the AP and will forward to HUD on or about April 15th 2016.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Hearing	Non-targeted/broad community Residents of Public and Assisted Housing	There were 2 public hearings for the 2016 Annual Action Plan (AP). There were approximately 20 people in attendance at each hearing. Some attendees were not associated with the AP.	There were no written or verbal comments received at the public hearings.	There were no public comments of any kinds received or not received.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
2	Internet Outreach	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p>	<p>25 agencies received the 2016 CDBG application package of which 15 responded with 18 future projects and or programs and services. All were informed of the public meetings.</p>	<p>The City of Easton's CDBG program works with those individual departments and agencies that forward priority community development objectives and initiatives including: blight reduction, homelessness, public services for home ownership and family sustainability, infrastructure improvements and low and moderate income housing improvements. To that end, the initial 25 Agencies</p>	<p>There were no comments of any kinds received or not received.</p>	<p>http://www.easton-pa.com/cedauthority.html</p>
OMB Control No: 2506-0117 (exp. 07/31/2015)			<p>Annual Action Plan City</p> <p>2016 departments that</p>	<p>received the 2016 applicant package</p> <p>were all informed</p>		23

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
3	Newspaper Ad	Non-targeted/broad community	There was no written comments sent to the City as a result of the 2 published legal notifications of the public hearings/review and comment period, as well as no public or agency comments at any of the 2 public hearings.	2 newspaper ads were created for the 2 public hearings held. The information on the ad was also published on the City's website. We anticipate publishing a legal notice for the final HUD allocation as well.	There were no comments of any kinds received or not received.	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c) (1, 2)

Introduction

HUD informed the City of Easton their 2016 CDBG allocation is \$796,942 plus additional prior years resources of \$55,192.60. All grant recipients completed an application package that asked if other resources will be used to supplement the cost of the program, project or service noted on the application request. Potential grant recipients documented they would be leveraging additional resources that could match federal funding over 50%.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	796,942	55,192	852,134	2,342,990	The expected amount of \$3,925,000 is an estimate based upon the Year 1 allocation amount. Year 1 plus Year 2 allocations is \$1,582,010. Therefore approximately \$2,342,990 will remain for CDBG Years 3,4,&5.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Individual recipients including: City departments, social organizations, non-for-profit organizations, and businesses will benefit from the 2016 CDBG funds. A variety of these recipients have been performing such services or projects annually and has allocated at a minimum, a 50% match of local resources towards the same service or project of at least \$500,000.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Several programs and projects will take place on publicly owned lands or facilities including: lighting facilities on Northampton Street, neighborhood design services, and programming needs at the Easton Area Neighborhood Center which is a city-owned property.

Discussion

The planning, coordination and leveraging that is part of every Annual Action plan helps assure that CDBG funds are used as efficiently as possible to benefit as many eligible residents as possible.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Improve existing housing stock	2015	2019	Affordable Housing Homeless Non-Homeless Special Needs	West Ward	Lead-Based Paint Reduction in Housing Stock Vacancy Reduction Rehabilitation of Existing Housing Stock Blight Reduction	CDBG: \$344,979	Homeowner Housing Rehabilitated: 5 Household Housing Unit Housing Code Enforcement/Foreclosed Property Care: 335 Household Housing Unit Other: 152 Other
2	Improve public facilities	2015	2019	Non-Housing Community Development	City of Easton West Ward	Infrastructure Improvements	CDBG: \$221,155	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 9403 Households Assisted
3	Improve economic conditions	2015	2019	Non-Housing Community Development	City of Easton West Ward	Economic Development Support	CDBG: \$30,000	Businesses assisted: 3 Businesses Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Provide needed public services	2015	2019	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	City of Easton West Ward	Public Services for Housing Public services for residents	CDBG: \$115,000	Public service activities for Low/Moderate Income Housing Benefit: 13725 Households Assisted Other: 377 Other
5	Provide professional program administration.	2015	2019	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	City of Easton West Ward	Lead-Based Paint Reduction in Housing Stock Public Housing Needs Vacancy Reduction Rehabilitation of Existing Housing Stock Blight Reduction Public Services for Housing Infrastructure Improvements Public services for residents Anti-Poverty Planning and Services Economic Development Support	CDBG: \$141,000	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Improve existing housing stock
	Goal Description	Promote the rehabilitation and preservation of Easton's existing housing stock through housing acquisition and rehabilitation programs and code enforcement activities. This also includes the Section 108 loan repayment for the previous construction of Neston Heights, an affordable housing community, and codes enforcement inspections.
2	Goal Name	Improve public facilities
	Goal Description	Improve public facilities and public safety in the City of Easton considered important to increasing the quality of life and support events that bring the community together. Funds for public facilities include new pedestrian lighting on Northampton Street in the West Ward, vital equipment upgrades at the fire station in the West Ward, safety and surveillance equipment at the Easton Area Community Center and neighborhood design services in the West Ward.
3	Goal Name	Improve economic conditions
	Goal Description	The City continues to offer no or low interest loans for existing and or new businesses as a way to promote business recruitment and retention, job growth, building enhancements, and or provide employment training programs.
4	Goal Name	Provide needed public services
	Goal Description	The public services offered by area non-profit agencies will help reduce blight, fight homelessness, provide rental and utility assistance, strengthen neighborhoods through home ownership and counseling, promote safety, improve educational services for pre-school, middle school age children and at-risk youth, and keep children safe and in school. The West Ward neighborhood also envisions creating additional community space for its residents. All services provided will help residents primarily living in Easton's West Ward neighborhood. This neighborhood includes over 13,000 residents.
5	Goal Name	Provide professional program administration.
	Goal Description	CDBG program professional administration.

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

Currently there are: Public Housing Units in Easton: 368 and 562 Vouchers

In 2016 using CDBG funding, the Consolidated Plan strives to:

Rehabilitate low and moderate homeowner units: 3

Number of homeowner housing units added: 2

Number of low and moderate families that will benefit from planned public infrastructure improvements: 13,725

Number of low and moderate family children that will benefit from increased educational services: 377

Number of low and moderate residents that will benefit from public services/programs: 13,725

Number of business receiving improvement loans that will potentially create jobs for area residents: 3

Number of housing units inspected and improved through codes enforcement: 335

AP-35 Projects – 91.220(d)

Introduction

The City has designated 15 projects and or programs to receive 2016 CDBG funding totaling \$655,942 plus an additional \$141,000 for program administration as well as \$54,413 in prior CDBG years resources. All grant recipients completed an application package that asked if other resources will be used to supplement the cost of the program, project or service noted on the application request. Potential grant recipients documented they would be leveraging additional resources that could match federal funding over 50%. The City wants to fund new projects as well as continue funding on existing programs with well-known social and public service agencies. Each with a track record of performing the tasks consistent with their identified CDBG program funding allocation.

#	Project Name
1	Crime Awareness
2	Social Services
3	Middle School Success Program
4	Project Learn With Imagination Station
5	Parent-Child Home Program
6	Ambassador Program
7	108 Loan Repayment-Neston Heights
8	Property Acquisition & Rehab
9	Loan Capital
10	Northampton Street Lighting
11	Equipment Upgrade
12	Codes Enforcement
13	Surveillance Equipment
14	WWNP Residential Improvements
15	CDBG Administration
16	Neighborhood Design Services

Table 8 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The first priority area for allocating CDBG and any other federal funding is the Low and Moderate Income areas of the City. Second is the City's downtown area of Northampton Street and 3rd Street. Third priority is the city-wide programs and improvements that benefit LMI families and stimulate growth of the economy. Obstacles for addressing underserved needs include: limited resources available to the existing agencies that perform needed programs and assistance to really make a difference. Also, in Easton, minority persons comprise over 42% of the population in 2010 who primarily live in LMI designated areas (Census Tracts 143, 143 & 146). Areas that show the most deterioration, crime and

lower educational-attainment are located in areas consistent with designated LMI areas.

The primary obstacle to meeting underserved needs for affordable housing in the City of Easton is the gap in what households can afford to pay for housing and the price of housing. The City has a significant affordable housing stock, yet the income level for individual households such as single parent, elderly, disabled, or others of limited economic means, is not sufficient to afford even the lowest of the market rate units. The City will continue to work on economic development to provide better job opportunities and with social service providers to assist such households. In addition, the City will work with for-profit and non-profit developers to create more affordable housing.

Another obstacle to meeting the needs of underserved households is the limited amount of funding received by the City. The City of Easton will partner with other public agencies and nonprofit organizations, when feasible, to leverage resources and maximize outcomes in housing and community development.

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	Crime Awareness
	Target Area	City of Easton West Ward
	Goals Supported	Provide needed public services
	Needs Addressed	Public services for residents
	Funding	CDBG: \$20,000
	Description	The police bike patrol, graffiti removal and saturation patrol programs will increase overall neighborhood safety, attractiveness, and reduce crime. Bike patrol enables officers to become familiar with neighborhood residents.
	Target Date	12/1/2016
	Estimate the number and type of families that will benefit from the proposed activities	All families in the West Ward neighborhood consisting of 13,725 residents.
	Location Description	West Ward neighborhood within the City of Easton.
	Planned Activities	Easton Police Department plans to patrol the West Ward neighborhood with added police bike patrol. This task also includes minor graffiti removal and the institution of saturation patrol programs to increase overall neighborhood safety, attractiveness, and reduce crime. Bike patrol enables officers to become familiar with neighborhood residents.

2	Project Name	Social Services
	Target Area	City of Easton West Ward
	Goals Supported	Provide needed public services
	Needs Addressed	Public services for residents
	Funding	CDBG: \$20,000
	Description	EANC is seeking funds for the operations of several programs including: Easton Urban Farm, food pantry, and the Roof-Over Transitional Shelter Programs.
	Target Date	12/1/2016
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 2,873 West Ward families will benefit from the proposed activities.
	Location Description	West Ward neighborhood of Easton
	Planned Activities	Provide staffing and volunteer training to help manage and operate several programs including: Easton Urban Farm, food pantry, and the Roof-Over Transitional Shelter Programs.
3	Project Name	Middle School Success Program
	Target Area	City of Easton West Ward
	Goals Supported	Provide needed public services
	Needs Addressed	Public services for residents
	Funding	CDBG: \$10,000
	Description	ProjeCt of Easton will institute the Middle School Success Program in Easton's 2 middle schools. The program promotes better attitudes for higher learning and keeps kids motivated to do better. This program is steered towards "at-risk" students ages 10-14.

	12/1/2016	
Estimate the number and type of families that will benefit from the proposed activities	The Middle School Success Program will assist 200-260 children.	
Location Description	Easton Area Middle School, Easton PA	
Planned Activities	CDBG funds will pay for Project of Easton to hire instructors for the Middle School Success Program. Instructors will work with Easton's 2 middle schools to promote better attitudes for higher learning and keeps kids motivated to do better. This program is steered towards "at-risk" students ages 10-14.	
Project Name	Project Learn With Imagination Station	
Target Area	City of Easton West Ward	
Goals Supported	Provide needed public services	
Needs Addressed	Public services for residents	
Funding	CDBG: \$10,000	
Description	The Boys and Girls Club of Easton will institute a new on-lone assessment of its student members to promote educational skills needed to succeed in school.	
Target Date	12/1/2016	
Estimate the number and type of families that will benefit from the proposed activities	An estimated 80 children will benefit from Project Learn Imagination Station.	
Location Description	Boys and Girls Club, 210 Jones Houston Way, Easton, PA 18042	

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	<p>Planned Activities</p> <p>Project Learn with Imagination-Station engages young people in learning, encourages them to succeed in school, and helps them become lifelong learners. The program runs for 4 nights a week during the school year and every weekday during the 11-week summer camp. Instructors will be paid to assist students with the assessment and design a learning program that is both fun and engaging and will improve upon the child's reading skills.</p>
5	<p>Project Name</p> <p>Parent-Child Home Program</p> <p>Target Area</p> <p>City of Easton West Ward</p> <p>Goals Supported</p> <p>Provide needed public services</p> <p>Needs Addressed</p> <p>Public services for residents</p> <p>Funding</p> <p>CDBG: \$5,000</p> <p>Description</p> <p>Family Connection of Easton will conduct the Child Home Program. A</p> <p>Target Date</p> <p>8/1/2016</p> <p>Estimate the number and type of families that will benefit from the proposed activities</p> <p>An estimated 30-40 families will benefit from the Parent-Child Home Program.</p> <p>Location Description</p> <p>723 Coal St., Easton, PA 18042</p> <p>Planned Activities</p> <p>Parent-Child Home Program ensures that its families served will be the beneficiary of an early education system started in the home. The main focus of the program is to increase the level of reading skills in the home environment.</p>
6	<p>Project Name</p> <p>Ambassador Program</p> <p>Target Area</p> <p>City of Easton</p> <p>Goals Supported</p> <p>Provide needed public services</p> <p>Needs Addressed</p> <p>Public services for residents</p>

Funding	CDBG: \$50,000
Description	The Greater Easton Development Partnership operates the Easton Ambassador Program. This program is focused on keeping the City's downtown clean, safe and green. The Ambassador Program meets the criteria for a LMA for the following reasons: 1.It provides services in a primarily residential area. Census Tract 144, Block Groups 1, 2 and 3 include a commercial component, but it is a central business district surrounded by residential neighborhoods. Even in the central business district, most of the buildings have commercial space on the ground floor and residences on all upper floors; 2.The nature of the services provided enhances the quality of life in this 73.3% low-mod residential neighborhood by providing referral services to visitors, residents and the homeless population; by bolstering the attractiveness and thus the success of businesses in the area, which provide jobs for nearby residents; and by adding a sense of safety and cleanliness to the living environment of more than 2,000 Easton residents.
Target Date	12/1/2016
Estimate the number and type of families that will benefit from the proposed activities	Approximately 9,945 low and moderate income residents plus thousands of residents and visitors benefit from the Ambassador Program.
Location Description	Easton's downtown area of 3rd and Northampton Streets.
Planned Activities	Continue the Ambassador Program administered by the Greater Easton Development Partnership.
Project Name	108 Loan Repayment-Neston Heights
Target Area	City of Easton
Goals Supported	Improve existing housing stock
Needs Addressed	Rehabilitation of Existing Housing Stock Blight Reduction
Funding	CDBG: \$103,979

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Description	The Easton Redevelopment Authority manages the repayment of the Section 108 Loan originated for the construction of Neston Heights. An affordable housing community, including a community center in Easton, PA.
Target Date	8/1/2016
Estimate the number and type of families that will benefit from the proposed activities	This public affordable housing campus assists many LMI households. Neston Heights includes 152 housing units and a community center.
Location Description	Neston Heights is located in the Southside neighborhood in Easton PA
Planned Activities	Continued repayment of Section 108 loan used to construct the Community Center at Neston Heights Hope VI project.
Project Name	Property Acquisition & Rehab
Target Area	West Ward
Goals Supported	Improve existing housing stock
Needs Addressed	Rehabilitation of Existing Housing Stock Blight Reduction
Funding	CDBG: \$90,000
Description	The City will acquire and rehabilitate vacant and or foreclosed properties in the West Ward neighborhood of the City. Rehabilitated properties will be sold to low and moderate income buyers who intend to occupy the home.
Target Date	12/1/2016
Estimate the number and type of families that will benefit from the proposed activities	1 home will be acquired and rehabilitated in 2015.
Location Description	Easton's target area - West Ward neighborhood, Easton PA

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	<p>Planned Activities</p> <p>The City will acquire properties for the purpose of rehabilitation to eliminate and prevent blight. The role and responsibility of the RDA will be to purchase and oversee the process of rehabilitation, manage all rehab activities, and handle all future disposition activities.</p>
9	<p>Project Name</p> <p>Loan Capital</p> <p>Target Area</p> <p>City of Easton</p> <p>Goals Supported</p> <p>Improve economic conditions</p> <p>Needs Addressed</p> <p>Economic Development Support</p> <p>Funding</p> <p>CDBG: \$30,000</p> <p>Description</p> <p>Continued use of funds for loan capital for the City's loan fund program administered by the Easton Department of Community and Economic Development.</p> <p>Target Date</p> <p>12/1/2016</p> <p>Estimate the number and type of families that will benefit from the proposed activities</p> <p>DCED estimates 3 businesses will be awarded loans in 2015 for improvements and or equipment upgrades that will benefit the City's commercial areas and further economic development.</p> <p>Location Description</p> <p>Commercial and mixed uses zones in the City.</p> <p>Planned Activities</p> <p>Continue to provide loans for new or existing businesses from the City's loan fund administered by DCED.</p>
10	<p>Project Name</p> <p>Northampton Street Lighting</p> <p>Target Area</p> <p>West Ward</p> <p>Goals Supported</p> <p>Improve public facilities</p> <p>Needs Addressed</p> <p>Infrastructure Improvements</p> <p>Funding</p> <p>CDBG: \$161,800</p>

Description	Funds will be used for the installation of LED lighting upgrades on Northampton Street in the West Ward neighborhood.
Target Date	12/1/2016
Estimate the number and type of families that will benefit from the proposed activities	An estimated 13,725 West Ward residents will benefit from the project. That is 2,873 low and moderate income families in West Ward that will benefit from the project.
Location Description	Northampton Street in the West Ward neighborhood, Easton PA
Planned Activities	Easton's Department of Public Works will install LED lighting fixture upgrades on Northampton Street in the West Ward neighborhood. This will reduce the overall energy costs of public street lighting and provide a safer environment for pedestrians.
11 Project Name	Equipment Upgrade
Target Area	City of Easton West Ward
Goals Supported	Improve public facilities
Needs Addressed	Infrastructure Improvements
Funding	CDBG: \$40,000
Description	The Easton Fire Department will upgrade the Central Fire station ventilation equipment located in the West Ward.
Target Date	12/1/2016
Estimate the number and type of families that will benefit from the proposed activities	The upgrades to Easton's Central Fire Station will benefit all 26,800 city residents primarily the 13,725 West Ward residents.
Location Description	Central Fire Station located on North 6th Street, in the West Ward, Easton PA

	<p>Planned Activities</p> <p>The Easton Fire Department will upgrade the Central Fire station ventilation equipment located in the West Ward.</p>	
12	<p>Project Name</p> <p>Codes Enforcement</p>	
	<p>Target Area</p> <p>City of Easton West Ward</p>	
	<p>Goals Supported</p> <p>Improve existing housing stock</p>	
	<p>Needs Addressed</p> <p>Blight Reduction</p>	
	<p>Funding</p> <p>CDBG: \$111,000</p>	
	<p>Description</p> <p>Continued use of funds by the City in low income areas to enforce local codes by code and health officers in support of safe, decent housing and elimination of blight conditions. Code enforcement reinforces all the other activities undertaken with CDBG funding.</p>	
	<p>Target Date</p> <p>12/1/2016</p>	
	<p>Estimate the number and type of families that will benefit from the proposed activities</p> <p>Easton Codes Department estimates they intend to complete over 335 inspections in 2016 in the City as well as the West Ward target neighborhood.</p>	
	<p>Location Description</p> <p>Rental units located in the City's target area - West Ward neighborhood.</p>	
	<p>Planned Activities</p> <p>Easton Code Department continues to use CDBG funds in LMI areas to enforce local codes by performing inspections on all rental units. Code enforcement reinforces all the other activities undertaken with CDBG funding by promoting decent and safe residential areas.</p>	
13	<p>Project Name</p> <p>Surveillance Equipment</p>	
	<p>Target Area</p> <p>City of Easton West Ward</p>	
	<p>Goals Supported</p> <p>Improve public facilities</p>	
	<p>Needs Addressed</p> <p>Infrastructure Improvements</p>	

	Funding	CDBG: \$4,000
	Description	Easton Area Community Center proposes to install camera surveillance equipment to help deter crime in target neighborhoods. This project will help secure EACC facilities and members on a daily basis as well as well attended events.
	Target Date	12/1/2016
	Estimate the number and type of families that will benefit from the proposed activities	There are approximately 60 members who visit EACC facilities on a daily basis. More families will benefit from this project on days there are events or programs running at EACC.
	Location Description	901 Washington Street, Easton PA located within the West Ward neighborhood area.
	Planned Activities	Installation of 5 Surveillance cameras for the exterior perimeter of the building as well as 3 cameras located within the building. The base system would have the capacity to increase the number of cameras, as needed.
14	Project Name	WWNP Residential Improvements
	Target Area	West Ward
	Goals Supported	Improve existing housing stock
	Needs Addressed	Rehabilitation of Existing Housing Stock Blight Reduction Infrastructure Improvements
	Funding	CDBG: \$30,000
	Description	Community Action Committee of Lehigh Valley (CACLV), administering the West Ward Neighborhood Partnership, intends to use CDBG funds for its residential facade improvement program in the West Ward neighborhood. WWNP intends to renovate front facades on income qualified homes in the West Ward neighborhood.
	Target Date	12/1/2016

	Estimate the number and type of families that will benefit from the proposed activities	WWNP anticipates assisting 4 low and moderat units.
	Location Description	West Ward Neighborhood - target area
	Planned Activities	West Ward Neighborhood Partnership itends to impliment its residential facade improvement program. They intend to renovate 4-5 front facades of income qualified homes in the West Ward neighborhood.
15	Project Name	CDBG Administration
	Target Area	City of Easton West Ward
	Goals Supported	Provide professional program administration.
	Needs Addressed	Public Services for Housing Economic Development Support
	Funding	CDBG: \$141,000
	Description	Administration funding for Easton's Redevelopment Authority will administer and manage the City's CDBG program.
	Target Date	12/9/2016
	Estimate the number and type of families that will benefit from the proposed activities	The Department of Planning and Zoning shall assist many households and businesses city-wide.
	Location Description	City-wide and West Ward target area for program administration.
	Planned Activities	Continued use of funds for costs associated with carrying out the CDBG program, including management, legal, audit, professional services and office overhead expenses.
16	Project Name	Neighborhood Design Services
	Target Area	West Ward

Goals Supported	Improve public facilities
Needs Addressed	Infrastructure Improvements
Funding	CDBG: \$25,355
Description	The City intends to engage the community and potentially professional services for neighborhood design services for select areas in the West Ward neighborhood. Aspects of the project include: engineering and architectural design services, and community engagement to create a concept and drawings in a selected improvement area within the West Ward neighborhood.
Target Date	12/30/2016
Estimate the number and type of families that will benefit from the proposed activities	An estimated 2,873 West Ward families will benefit from the proposed activity
Location Description	The selected area will be in the West Ward neighborhood.
Planned Activities	The City intends to engage an architect for neighborhood design services for select areas in the West Ward neighborhood. All aspects of the project are include: engineering and architectural design services to create drawings in a selected improvement area within the West Ward.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City of Easton is a CDBG entitlement community to which it receives an annual allocation. The City intends to dedicate a large majority of the allocation to Low and Moderate Income census tracts (primarily Census Tracts 142, 143, and 144) as well as city-wide LMI benefit programs and improvements that may occur anywhere in the City of Easton.

Geographic Distribution

Target Area	Percentage of Funds
City of Easton	25
West Ward	75

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

CDBG funds are intended to provide lower and moderate income households with viable communities, including decent housing, targeted social services, a suitable living environment, and expanded economic opportunities. Eligible activities include community facilities and improvements, housing rehabilitation and preservation, affordable housing development activities, public services, economic development, planning, and administration.

The system for establishing the priority for the selection of these projects is predicated upon the following criteria:

- Meeting the statutory requirements of the CDBG program;
- Meeting the needs of very low, low, and moderate-income residents;
- Focus on low and moderate income areas or neighborhoods;
- Coordination and leveraging of resources;
- Response to expressed needs from the public involvement activities;
- Sustainability and/or long-term impact;
- The ability to measure or demonstrate progress and success.

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The following information represents the direct CDBG funding assistance for services needed for affordable housing and the homeless. However, these programs may receive outside funding that assists residents and the homeless to an even greater extent. At this time, it is unclear how many people who will receive assistance are known to be homeless and or disabled in anyway. All funded agencies shall monitor their progress as to the type of households and individuals that receive assistance.

One Year Goals for the Number of Households to be Supported	
Homeless	40
Non-Homeless	68
Special-Needs	0
Total	108

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	5
The Production of New Units	1
Rehab of Existing Units	1
Acquisition of Existing Units	1
Total	8

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

AP-60 Public Housing – 91.220(h)

Introduction

This section discusses how the City and its designated authorities and agencies will work together to attain major plan goals with regards to public housing. Housing Authority of the City of Easton (HACE) will continue to management, maintain and operate the City's public housing units and neighborhoods. HACE currently owns 368 public housing units and provides 562 vouchers for rental assistance. The largest problem HACE faces is the waiting list volume of 831 households. In 2015 HACE is adding 10 new housing units on E. St. Joseph's Street and is focused on creating transition plans for many of its residents.

Actions planned during the next year to address the needs to public housing

HACE and the City of Easton will address the needs to public housing through: 1) Implementing the Family Self-Sufficiency (FSS) Program that implements local strategies to help voucher families obtain employment and work toward economic independence and self-sufficiency. 2) Work with welfare agencies, schools, businesses, and other local partners to develop a comprehensive program that gives participating FSS family members the skills and experience to enable them to obtain employment that pays a living wage 3) maintain that housing acquisition costs remain low. 2) Maintain that redevelopment policies include durable, long-lasting equipment and materials 3) use quality contractors and installation companies 4) abate lead-based paint and asbestos whenever possible.

The City will document or collect and analyze: 1) annually public housing need, trends, programs and data requests, 2) review with HACE housing needs from local social services that assist LMI families in the City 3) consider 2017 CDBG funds to those programs consistent the HACE planning needs, and 4) monitor program successes and goal attainment consistent with those of this plan and the Consolidated Plan.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

HACE encourages public housing residents to become more invested in their housing environment by: 1) Implementing the Family Self-Sufficiency (FSS) Program that implements local strategies to help voucher families obtain employment and work toward economic independence and self-sufficiency. 2) Work with welfare agencies, schools, businesses, and other local partners to develop a comprehensive program that gives participating FSS family members the skills and experience to enable them to obtain employment that pays a living wage. 3) Encourage resident participation relating to property management by forming resident councils throughout Easton's public housing communities to provide input and involvement with management operations and modernization needs 4) Residence participation on the Resident Advisory Board and 5) Attendance at Board meetings.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable to Easton

Discussion

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Easton has many strategic partners related to reaching out to homeless persons, addressing emergency shelter and housing transition needs, and helping persons who are at risk of becoming homeless. Local agencies that assist the City are: Easton Area Neighborhood Center; Lehigh Valley Center for Independent Living; ProJeCt of Easton; Safe Harbor; Salvation Army; Catholic Charities; and the Salvation Army. Regional groups include: NE RHAB; Northampton County and CACLV. Each agency receives either or both staff support, local financial assistance as well as CDBG funding from the City. In 2016 several agencies will be allocated \$54,000 in CDBG funds.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City addresses the homeless in Easton area in 2 ways: 1) LVRHAB is the region's Continuum of Care (CoC) entity assists area agencies seeking funding for supportive housing programs and homelessness initiatives must be part of a cooperative effort within their communities. 2) The City provides several homeless agencies with building space for shelter and program implementation including: Safe Harbor, Easton Area Neighborhood Center, and the Third Street Alliance. These agencies provide shelter for men, women and their children as well as counseling and recreation programs.

There are several organizations located in Easton that provide homeless and special needs populations with supportive services and supportive housing facilities. In 2016 the City intends to assist:

Action 1: Lehigh Valley Center for Independent Living (LVCIL) assists households with adaptive modifications and accessibility improvements in Lehigh and Northampton Counties. LVCIL tries to help approximately 5-10 households per year to make accessibility improvements to their homes through the Access Grant Program. Through its annual CDBG allocation, the City of Easton provides operating support for LVCIL's PLACE program. The PLACE program provides housing services for the disabled including housing search assistance, housing information and referral services, landlord tenant mediation service, and housing access surveys for existing or potential housing units.

Action 2: The Easton Area Neighborhood Center, Inc. (EANC) is a non-profit community based organization working towards improving the quality of life for low income persons through supportive services and education, including self-sufficiency programs.

Action 3: Code Blue. Over the winter months, City staff and police will immediately direct homeless persons to several temporary shelters (Safe Harbor, Shilo, and several churches) designated to takin-in

single individuals. The City expects 20-25 persons may need night-time shelter on a temporary basis.

Addressing the emergency shelter and transitional housing needs of homeless persons

Over the next year the City intends to provide implement several objectives with regards to emergency shelters and transitional housing:

Objective 1: Increase the level of support for LVRHAB initiatives:

- Action Step 1: Attend all meetings, events and functions related to LVRHAB strategic planning.
- Action Step 2: Reach out to the agencies LVRHAB funds to provide future CDBG funding strategies for addressing homelessness and recent homeless persons through emergency and transitional housing needs. Fund LVCIL homelessness initiatives.

Objective 2: Create a local homelessness referral system - Code Blue implementation

- Action Step 1: Inform each City department of the agencies and contacts that exist to help homeless families and individuals.
- Action Step 2: Create a referral informational sheet to each City department

Objective 3: Develop and educational system that informs City residents of the homeless challenges the Lehigh Valley faces.

- Action Step 1: Reserve space on the City's website to discuss the homelessness issues and where shelters and transitional housing exists.

Objective 4: Provide Transitional Housing

- Action Step 1: Continue to provide shelter and transitional housing space in the CitySafe Harbor, Third Street Shelter and the Easton Area Neighborhood Center to prevent homelessness.

EANC: will work with local nonprofit organizations and social service agencies to provide supportive services to the homeless population and to those at-risk of becoming homeless, including area youth.

Objective: Assist 200 individuals per year (1,000 total over 5 years) through the Clients to Success (CTS) Program administered by the Easton Area Neighborhood Center, Inc. (EANC). Through the CTS program, EANC works with low income clients to improve their self-sufficiency and independence. This program supports the goal of homeless prevention.

LVCIL. LV Center for Independent Living's Place Program also specializes in assisting homeless and the homeless individuals with disabilities. They hope to attain greater homeless placement through landlord education programs.

Objective: Collaborate with the Northeast Region Homeless Advisory Board CoC Continuum of Care homelessness 2015-16 focus areas.

Objective: Continue to rent space to Safe Harbor for operation of its emergency shelter for \$1 per year. Safe Harbor's emergency shelter has space for 26 men and women. Safe Harbor also provides life skills counseling, meals, and referral services.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Easton plans to create consistency with LVRHAB CoC strategic plan for helping the homeless make the transition to permanent housing and independent living include assisting the:

Chronically homeless individuals and families

Objective 1: Give priority to chronically homeless in the City-funded Tenant Based Rental Assistance Voucher program by working with HACE to create a plan for additional public housing and to increase the number of property that will accept vouchers.

Families with children

Objective 1: Institute a Housing First Approach.

The LVRHAB CoC, CACLV and HACE encourage a *housing first* approach to housing homeless families with children. Housing First is an approach to ending homelessness that centers on providing people experiencing homelessness with housing as quickly as possible – and then providing services as needed.

Objective 2: Decrease the number of homeless households with children by strengthening policies to better utilize and coordinate state housing assistance funding as it becomes available. By completing 1 housing rehabilitation projects that will house 1 low and moderate income families.

Veterans and their families

Objective 1. Assess shelter points for Veterans and their families for direction for permanent housing.

Objective 2. Continue to provide resources to the regions sites for transitional housing.

- **Action:** Provide CDBG funding to CACLV for home ownership counseling;

- Action: Provide funding to the Ambassador Program who refer residents in trouble to Easton's shelters and services that can help them.
- Action: Provide Communities in School (CIS) with funding for "at risk" children in school.

Unaccompanied youth: The Lehigh Valley is home to some of the more than 500 migrant children being housed in Pennsylvania. Of which 120 are in two temporary centers in the Lehigh Valley: 1) KidsPeace in Allentown and at 2) Bethany Children's Home in Womelsdorf near Reading. Strategic plans set by KidsPeace include:

Objective 1: Increase public awareness by providing staff and City website information.

Objective 2: Provide assistance to teenagers to deal with difficult times.

- Action: Provide Communities in School (CIS) with funding for "at risk" children in school.

Objective 3: Provide professional help to parents.

- Action: Provide CDBG funding to CACLV for home ownership counseling;

Objective 4: Refer unaccompanied youth to KidsPeace facility as well as the KidsPeace Psychiatric Hospital.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Northampton County receives funding from the Pennsylvania allocation of Homeless Prevention and Rapid Re-housing Program (HPRP) funding. Designated HPRP agencies in the Easton area include: Easton Area Neighborhood Center; Lehigh Valley Center for Independent Living; ProJeCt of Easton; Safe Harbor; Salvation Army; Catholic Charities. Easton intends to:

Objective 1: The City will work with CoC to implement their Strategic Plan goals as follows:

- Action: Plan and develop a rental education program utilizing best practices in renter self-advocacy. Rental education program will also address the issue of substandard units and code-violators.
- Action: Provide tenant and landlord education/mediations services to tenants and landlords.

Objective 2: Provide assistance to Easton Area Neighborhood Center

Action: EANC will provide prevention and safety net services including rent and utility assistance, food pantry, and representative payee.

Objective 3: Provide homeownership sustainability.

Action: CACLV will provide homeowners with a mortgage foreclosure prevention program. CACLV believes that the ultimate goal of providing supportive services is self-sufficiency.

Discussion

One year goals for the number of households to be provided housing through the use of HOPWA for:
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

There are several negative effects caused by a lack of adequate city incentives that lead to increased quality affordable housing units. A lack of quality affordable housing places housing places a cost burden on low to moderate income persons limiting their ability to pay for essential monthly goods and services and needed prescriptions. The housing efforts of the City, RDA and HACE and other entities that assist in this effort such as CACLV aim to improve and maintain a high standard of housing quality while also creating or maintaining affordability. There are several distinct barriers to housing affordability:

1. Getting the private sector to take part in providing affordable housing;
2. Reducing a growing waiting list on the public housing listing administered by HACE; and
3. Essential goods and services located within neighborhoods where there is housing affordability i.e. provide a mix of neighborhood commercial and healthcare uses.

Over the years the City has tried with little success to get the private sector and individual property owners to take on affordable housing projects. Influencing or providing incentives for property owners to reinvest in their properties and or provide affordable rental fees has been a barrier for the City.

Likewise, influencing the private sector to build or rehabilitate existing homes in affordable neighborhoods is a challenge. The City has tried on several occasions to create a their party structure where the City would provide some seed funding for the private sector to purchase deteriorated homes if they rehab the homes and rent/sell at affordable lease and or mortgage prices. However, the return on their investment is not where a housing developer needs or wants it to be.

In 2016 the City of Easton will work closely with its housing agencies and the private sector to think of ways of creating incentives that will result in increased number of affordable housing opportunities. The City will continue to provide funds or initiate programs that support housing rehabilitation, restoration, and mortgage or rental subsidies in an effort to expand the overall supply of affordable housing. The City intends to fund a new \$500,000 housing rehab program in the West Ward through local and potential state funds for both homeowners and landlords.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The housing efforts of the City, RDA and HACE and other entities that assist in this effort such as CACLV aim to improve and maintain a high standard of housing quality while also creating or maintaining affordability. 2016 Strategies for barriers:

1. Getting the private sector to take part in providing affordable housing. Strategy: Create a loan program to rehabilitate units. Plus work with banks to initiate a home purchase cost reduction plan for each applicant that could include: eliminate/reduce: down payment, closing costs and transfer fees, and provide homeownership counseling.
2. Inspect public housing units to create a safer environment for existing and future residents. Second, create ways to increase tenant-based rental housing assistance.
3. Essential goods and services located within neighborhoods where there is housing affordability i.e. provide a mix of neighborhood commercial and healthcare uses. Strategy: create a no-interest loan program for existing and new businesses as well as create design guidelines for any redevelopment projects in targeted areas.

In addition to the City's willingness to work with affordable housing developers and area non-profits, the City already works to implement several multi-year programs and initiatives that address existing barriers to affordable and fair housing that can be funded through the use of CDBG and future HOME funds. These include the following initiatives: Homeownership counseling and training to provide

housing services that enables families to budget better, landlord-tenant training, codes rental inspections; Neighborhood Stabilization Program targets properties in the West Ward and Southside areas of Easton.

Discussion

AP-85 Other Actions – 91.220(k)

Introduction

The City of Easton has prepared its 2016 Annual Action Plan to acknowledge the actions needed to: address the obstacles to meet the underserved needs, foster and maintain affordable housing, reduce lead-based paint issues, reduce the number of poverty level families, organize a institutional structure that provide roles and responsibilities of the area’s agencies related to the CDBG program, and coordinate efforts between public and private housing agencies and the social services they need. Goals and 2016 objectives/actions were laid out to describe how the City intends to reduce or enhance conditions.

Actions planned to address obstacles to meeting underserved needs

The primary obstacle to meeting underserved needs is a lack of adequate funding. While significant, the City's allocation of CDBG funding level is well below levels required to meet the needs of the City's LMI households and neighborhoods.

Goal: Allocate more local, state, and federal CDBG funds to address underserved needs.

2016 Objective: Continue to support safe, decent, affordable housing

2016 Objective: Continue to support ways and means to create new jobs and or increase current pay levels and wages for a family to live in the Easton community.

2016 Objective: Continue to focus on improving housing and expanding economic opportunities in the City

2016 Objective: Continue to seek funding to leverage its CDBG funds

2016 Objective: Promote and seek ways to provide more affordable housing through the redevelopment of vacant properties and vacant developable sites. Activities and costs should include cleanup costs associated with abandoned buildings and former industrial sites.

2016 Objective: Support improvements to dated infrastructure such as parks, park facilities, water and sewer, roads and bridge upgrades and or reconstruction, stormwater facilities particularly in low and moderate target areas.

2016 Infrastructure Projects: Strive to provide above-average public infrastructure in CDBG-eligible areas of Easton

- Provide a loan program for business improvements
- Upgrade a portion of Northampton Street's current inefficient lighting system to safer LED

- pedestrian friendly lighting fixtures.
- Safety Surveillance Cameras for the EACC members.
- West Ward residential improvements.
- Fire department equipment upgrades to the Central Fire Station in the West Ward.

Long Term Objective: Assist with infrastructure improvements that benefit 10,000 LMI persons and public facilities where they live.

Actions planned to foster and maintain affordable housing

Recorded housing unit vacancies coupled with the limited amount of vacant land for new residential development in Easton pose a threat to the City’s goal of providing ample affordable housing for its residents. With this in mind, the following objectives have been established:

Goal: Rehabilitation of Existing Housing Stock: Promote the rehabilitation and preservation of Easton’s existing housing stock through the various rehabilitation programs and code enforcement activities.

2016 Objective: Acquire 1 units for rehabilitation and resale to income eligible buyers over the next year. The City of Easton has targeted the West Ward for housing rehab. If/when properties become available in the West Ward the city will give greater consideration to this effort.

- Housing acquisition, rehabilitation using FY 2016 CDBG Funds: \$80,000
- Housing acquisition, rehabilitation using 2014 & 2015 CDBG program income: \$20,913
- Housing rehabilitation program for owner-occupied and rental units funded through local funds.

2016 Objective: Aid in the prevention of slum and blight areas and the promotion of safe, decent housing by

1. Rental Inspections of an estimated 335± structures per year for minimum compliance with local codes by health and code enforcement officers.
2. Enhancing the City’s Vacant Property Registration by expanding the vacant property inventory.
3. Planning and Codes Department will undertake housing inspections and vacant property inventory work in FY 2015: \$111,000

Goal: Homeownership Opportunities: Expand homeownership opportunities for very low and low income individuals and households. The City of Easton will consider the challenge of increasing the percentage of homeowners in the community by assisting current City residents who are renting to make the transition to homeownership.

2016 Objective: Over the next year, provide homeownership counseling to qualified first-time homebuyer households in Easton through the Community Action Committee of the Lehigh Valley (CACLV).

Goal: Rental Housing Activities:

2016 Objective: Continue to support HACE in their efforts to obtain future HOPE grants focused on providing affordable units for renters, owner-occupied units (particularly larger units), elderly, and persons/families with disabilities.

2016 Objective: Support actions by other organizations to create decent affordable rental housing for special needs populations. Support the proposed actions of the Regional Analysis of Impediments to Fair Housing Choice Plan (RAI), 2010, updated in 2014 prepared by the City of Easton in conjunction with Northampton County. The fair Housing Action Plan identified several key actions and is provided in Appendix D. Subsequent action plans will review and begin to implement the plan's recommendations for the City of Easton.

Actions planned to reduce lead-based paint hazards

The guidelines for the City's Housing Rehabilitation Program comply with the lead based paint hazards at 24 CFR Part 35. Lead paint abatement is an eligible rehabilitation activity funded by the Housing Rehabilitation Program. Due to extensive lead abatement costs and the total number of highly probable lead contaminated homes, the City is more likely to pursue lead hazard reduction procedures, until the total number of lead contaminated homes has been significantly reduced whereby they can better target lead abatement practices. While there are local contractors who are certified to undertake work involving lead hazard control, the availability of contractors is limited. The Bethlehem Health Bureau and Easton's Housing Rehabilitation staff coordinate on issues where elevated blood lead levels are identified.

Actions planned to reduce the number of poverty-level families

Poverty is a function of income. Factors that affect income include education, job training, and employment. The City of Easton, by itself, has very little control over the factors that cause poverty. Such factors include unemployment, substance abuse issues, and lack of transportation options to get to and from work, to name a few. Organizations with a mission built around providing quality services to low income residents and to help them improve their incomes. For example, the City of Easton, in partnership with nonprofit organizations and businesses, can influence the chances for poverty-stricken

residents of moving up and out of poverty. The City can achieve this by supporting organizations that offer job training and placement services as well as drug and alcohol abuse counseling services. In addition, the City can help to reduce the number of residents living in poverty by advocating for increased public transit options to low income areas, including extended service hours on the evenings and weekends and the addition of new or alternate routes. Ultimately, federal and state policies on welfare, health care, and the minimum wage are crucial factors in the fight to address and reduce poverty, and as part of its strategy, to prevent and alleviate poverty in Easton.

Known facts about the City of Easton's poverty level residents:

- By 2010, persons below poverty increased to 5,689 or by 25.4%.
- The median household income increased 17% over the last 12 years however, the number of persons below poverty level increased.
- The largest majority of the cost burdened households are renters. There are 1,035 households who earn incomes that are less than 30% of the MFI and are considered cost burdened because greater than 50% or more of their income goes to rent.
- There are 905 residents spending over 50% of their income or more on their mortgage.

Assistance with supportive services reduces demands on their incomes, freeing up income to pay for housing. Very low income and low income renters who are provided assistance with other services may be able to save money that can be used for a down payment and closing costs on an owner unit.

2016 Objective: The City intends to focus on: Providing more affordable housing options by preserving and improving current affordable housing stock and by supporting HACE continued assistance in the form of affordable housing subsidies for extremely low income households.

2016 Objective: Priority Projects, Activities, and supportive services including:

- Improve economic opportunities for LMI households by extending the City's business loan program to targeted LMI neighborhood.
- Implement Code Blue program that temporarily serves the homeless during winter months.
- Residential Improvement Programs for home maintenance and upkeep for LMI households.
- Supportive services that reduce the competing demands on LMI households.

Actions planned to develop institutional structure

The City relies on the structure built between NE RHAB and CACLV. Together they have created a homeless strategy that utilizes McKinney-Vento Homeless Assistance Grants. NE RAB provides the leadership in preparation of the application. Recent legislation includes \$2.1 billion for HUD's McKinney Vento Homeless Assistance Grants.

At the local level within the Lehigh Valley, CACLV has been the convener of meetings and provided

leadership on issues pertaining to homelessness and fairhousing. The County of Northampton, the City of Bethlehem and the County of Lehigh are working together to develop and implement HPRP in a way that best serves the Lehigh Valley. Further, the plan to implement the HPRP program is under discussion at the Allentown/Northeast Continuum of Care.

On the very local level HACE, RDA and the City of Easton provide the institutional structure that strives to provided: increased public housing units and assistance to low and moderate income

Actions planned to enhance coordination between public and private housing and social service agencies

The City of Easton annually seeks out and interviews representatives from a wide range of organizations to gather input on the City's housing and community development needs. In addition, surveys were mailed out to various housing and supportive service providers to obtain needs for the 2016 Annual Action Plan. Pursuant to public notifications, the City of Easton held a public meeting was held on October 28, 2015 and a second public meeting was held on January XX, 2016. A third public notification was published on January XXth, 2016 to announce HUD's 2015 allocation of \$785,068 and the reprogramming of 2014 and 2015 CDBG funds. An ad ran in The Express Times on January XX, 2016 announcing a required 30-day public review period from January XXth to February XXth, 2016 to receive public input on needs and comments on the draft Plan. The 2016 Annual Action Plan will be submitted to the U.S. Department of Housing and Urban Development on or about February XXth, 2016. All meetings and public comment periods were advertised in the *Express-Times* and announced online on the city's website.

Discussion

Other actions planned to enhance economic conditions in Easton include:

Economic Development Goal: Work with the private sector and non-profit economic agencies to improve business conditions in the City of Easton.

2016 Objective: Invest in tourism and historic preservation, and revitalization of such properties in and around the downtown.

2016 Objective: Engage City staff, officials and professional consultant in a marketing strategy that will support and promote private industry, business, provide assistance and incentives that promote business recruitment and retention, job growth, regional recognition.

2016 Objective: support and prioritize:

- Business retention and recruitment activities
- Historic preservation initiatives in the City

- Business district redevelopment
- Easton Main Street Initiative
- Ambassador Program operations, staffing, materials, and sustainability activities
- Investigate the start-up of an Ambassador Program in the West Ward.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction

The City of Easton has identified all CDBG activities to be undertaken in FY 2016 in PR-35, the Projects Section, including administrative, project delivery, public services, public facilities, assistance to homeless assistance facilities and service providers and affordable housing.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

Discussion

