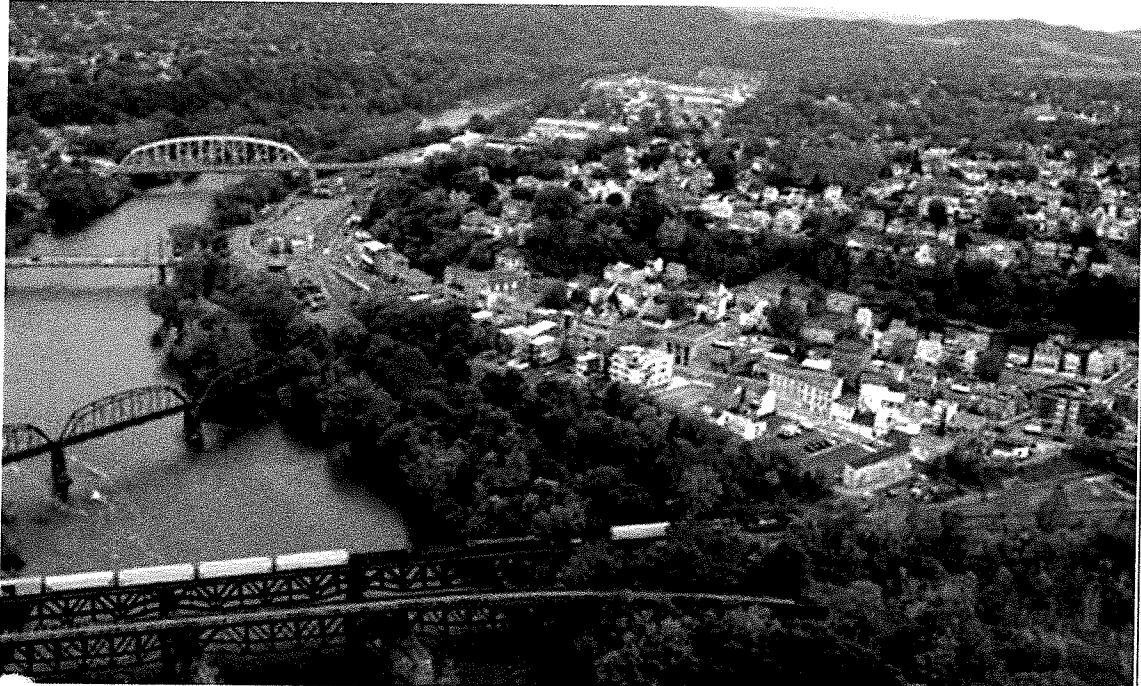


City of Easton



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Annual Action Plan for the Community Development Block Grant Program



Prepared by:

we grow communities



City of Easton, PA

Annual Action Plan Fiscal Year 2018

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3. Forms and Certifications

- SF-424
- SF-424D
- Certifications

CITY COUNCIL
AGENDA

Stated Session
Wednesday
June 27, 2018
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 – June 13, 2018 Council meeting.
7. PROCLAMATION – for President Judge Michael J. Koury Jr.
8. PUBLIC COMMENT – Agenda Items Only.
9. CONSENT AGENDA
 - a. Bill 24, Amending sections contained in Chapter 285 Fees.
 - b. Bill 25, Amending Chapter 45 Departments, of the City's Codes.
 - c. Bill 26, Amending Chapter 444, Public Health Standards, of the City's Code.
 - d. Resolution approving a COA for 125-129 N. 3rd Street.
 - e. Resolution approving a COA for 130 N. 3rd Street.
 - f. Resolution approving a COA for 123 S. 3rd Street.
 - g. Resolution approving a COA for 56 S. 5th Street.
 - h. Resolution approving a COA for 226 Bushkill Street.
 - i. Resolution approving a COA for 315 Northampton Street.
 - j. Resolution approving a COA for 323 Northampton Street.
 - k. Resolution approving a COA for 325 Northampton Street.
 - l. Resolution approving a COA for 336 Northampton Street.
 - m. Resolution approving a COA for 237 Spring Garden Street.
10. REPORTS RECEIVED BY COUNCIL
 - (a) Easton Fire Department Monthly Reports for April & May 2018
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)

-OVER-

(h) Report of Mayor (Salvatore J. Panto Jr.)

12. CORRESPONDENCE

13. UNFINISHED BUSINESS

14. NEW BUSINESS

(a) Introduction of Legislative Bills

1. Bill 27, Amending Sections contained in Chapter 456, Rental Property, of the Code of the City of Easton, Pa.
2. Bill 28, Prohibiting use of Fireworks.
3. Bill 29, Amending the 2018 General Fund Budget.

(b) Resolution approving allocation of CDBG Program funds.

(c) Resolution approving a Professional Services Agreement with Traffic Planning & Design, Inc.

(d) Resolution approving placement of sculptures.

(e) Resolution approving a Storm Water Runoff Control Facilities and Maintenance Agreement.

(f) Resolution approving a Storm Water Runoff Control Facilities Construction and Maintenance Agreement for 901 Bushkill Drive.

(g) Resolution approving a Grant Extension Agreement.

15. PUBLIC COMMENT -- (Any Matter)

16. ADJOURNMENT-

CITY COUNCIL
AGENDA

Stated Session
Wednesday
June 13, 2018
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 – May 23, 2018 Council meeting.
7. PUBLIC HEARING – 2018 Community Development Block Grant
8. PUBLIC COMMENT – Agenda Items Only.
9. CONSENT AGENDA
 - a. Bill 20, Amending Ordinance 3976.
 - b. Bill 21, Amending Article III, Traffic Control map, of Chapter 560, Vehicles and Traffic, of the Code of the City of Easton, pa.
 - c. Bill 22, Amending Section 285-42 A (2) (b), of Section 285-42, Pine Street Garage and South Third Street Garage fees, of the Code of the City of Easton, Pa.
 - d. Bill 23, Amending Ordinance 4295.
10. REPORTS RECEIVED BY COUNCIL
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
13. UNFINISHED BUSINESS
14. NEW BUSINESS

-OVER-

- (a) Introduction of Legislative Bills
 - 1. Bill 24, Amending sections contained in Chapter 285 Fees.
 - 2. Bill 25, Amending Chapter 45 Departments, of the City's Codes.
 - 3. Bill 26, Amending Chapter 444, Public Health Standards, of the City's Code.
- (b) Resolution approve a HOME Consortium
- (c) Resolution amending the Salary and Wage Resolution.
- (d) Resolution approving an Agreement with PIM Corporation.
- (e) Resolution approving an Agreement with the Easton Women's Softball League.
- (f) Resolution approving a Second Memorandum of Understanding with the Da Vinci Discovery Center of Science and Technology Inc.
- (g) Resolution approving renewal of Contract with Chrin Landfill
- (h) Resolution approving renewal of Contract with Waste Management
- (i) Resolution approving renewal of Contract with Raritan Valley Disposal
- (j) Resolution approving Lease Agreement w/F.N.B. Commercial Leasing
- (k) Resolution approving Re-appointments and Appointment for ABC's
- (l) Resolution approving allocation of Grant Funds.
- (m) Resolution authorizing application for a Northampton County Grant.
- (n) Resolution supporting an application for a grant for the Easton Emergency Squad.

15. PUBLIC COMMENT – (Any Matter)

16. ADJOURNMENT-

Minutes of the Council of the City of Easton, Pa.
June 13, 2018

Easton, Pa
Wednesday
June 13, 2018
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. Third Street, to consider any business that may lawfully be brought before the body and to conduct a Public Hearing regarding the 2018 CDBG Program.

The invocation was given by Dr. Ruggles, 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 Rita Messa, Assistant City Clerk, William Murphy, City Solicitor, Joel Scheer, Assistant City Solicitor and Luis Campos, City Administrator. There were twenty-six (26) other persons present.

APPROVAL OF AGENDA

On motion of Mrs. Vulcano and Mr. O'Connell the Agenda was approved by the following vote:

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

ACTION ON MINUTES

On motion of Dr. Ruggles and Mr. O'Connell, the May 23, 2018 Council meeting minutes, as submitted, were approved by the following vote:

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

PUBLIC HEARING

At 6:07 p.m., Mayor Panto opened the Public Hearing and turned it over to Mr. O'Connell, Chairman of the Planning and Codes Committee, who read the following:

"The purpose of this evening's hearing is to obtain final public comments from individuals and organizations wanting to provide input for future expenditures of CDBG, Community Development Block Grant Program funds.

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

June 13, 2018

We want to obtain the views and comments of individuals and organizations concerning the City's Draft 2018 Annual Action Plan. The Draft Plan will be available for a 30-day review period from May 25, 2018 through June 26, 2018 at the following locations:

- City hall 3rd Floor, 123 South Third Street, Planning & Zoning Department
- County Government Service Center, S. 7th and Washington Streets.
- Easton Public Library, N. 6th and Church Streets
- Easton Area Neighborhood Center, 902 Philadelphia Road
- On-Line at www.easton-pa.gov

The Plan will be provided in alternative formats for persons with special needs as needed.

A summary of these requests for the 2018 fiscal year are as follows:

The City expects to receive the following resources from the US Department of Housing and Urban Development:

CDBG 2018 Entitlement:	\$868,354
<u>CDBG Re-programmed funds:</u>	<u>\$127,237</u>
	\$995,591

PRIORITY NEEDS

HOUSING Improve existing housing stock through rehab and code enforcement.

NON-HOUSING Provide needed public services
 Improve public facilities & infrastructure
 Improve economic conditions

PROPOSED 2018 CDBG BUDGET

Public Services	\$117,000
Housing Rehabilitation	\$195,000
Code Enforcement	\$120,000
Public Facilities/Infrastructure	\$393,591
General Administration	\$150,000
Economic Development	\$ 20,000

This evening's hearing was intended to receive any public comments for the 2018 Action Plan as required by HUD.

A Resolution supporting City Council to submit the 2018 CDBG Action Plan will be on the June 27, 2018 Council Meeting Agenda.”

Mr. O'Connell asked for comments or questions from the audience or Council members.

Minutes of the Council of the City of Easton, Pa.
June 13, 2018

There were none.

Mr. O'Connell closed the Public Hearing at 6:10 p.m.

PUBLIC COMMENT

There were no comments from the audience.

CONSENT AGENDA

The following items were adopted on motion of Mr. Melan and Mr. Brown, by the following vote:

Bill 20, (Ordinance 5640) Amending Ordinance 3976. This Ordinance establishes a Stop Intersection on Hamilton Street, southbound, with the intersection of High Street.

Bill 21, (Ordinance 5641) Amending Article III, Traffic Control Map, of Chapter 560, Vehicles and Traffic, of the Code of the City of Easton, Pa. This Ordinance creates a "15 Minute Parking Pick-up 12:00 p.m. – 10:00 p.m. zone on the North side of the 1000 block of Northampton Street at the first legal parking space east of N. Warren Street.

Bill 22, (Ordinance 5642) Amending Section 285-42 A (2) (b), of Section 285-42, Pine Street Garage and South Third Street Garage fees. This Ordinance amends the fee for monthly parking on the first floor of the Pine Street garage from \$100 to \$70.

Bill 23, (Ordinance 5643) Amending Ordinances 4295. This Ordinance amends the hours for the 2-15 Minute Parking zones on the Northside of the 500 block of Burke Street from 8:00 a.m. – 10:00 p.m. to 7:00 a.m. to 5:30 p.m.

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

Nay: None (0)

REPORTS RECEIVED BY COUNCIL

There were no reports received by Council:

REPORTS OF COMMITTEES

Mr. Brown, Chairman of the Finance Committee, reported that a Finance Committee meeting was held on June 12, 2018 and Council was given a year to date update on the City finances.

Mrs. Vulcano, Chairman of the Economic Development Committee, spoke regarding legislation, which she would have for later in the meeting, regarding authorizing application for

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

June 13, 2018

a Northampton County Hotel Tax grant, to be used on the Karl Sterner Arts Trail. She also said that Easton Main Street has received the 2017 Pennsylvania top performing Main Street Program award, a Hotel Promotion Award, that Mr. Ed Shaughnessy was named the Volunteer of the Year for the Pennsylvania Townie Award and that Sandra Zajacek, operations manager for the Easton Ambassadors program had been chosen as the top performer for 2017 in a national awards contest run by the Ambassadors' parent company; Block by Block.

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

Mr. Melan, Chairman of the Public Safety Committee, asked the Administration for an update on his concerns regarding the grant application for relocation of persons displaced from their property.

Mrs. Roseberry, Director of Planning and Zoning said that she did have an update which she would be giving at the June 27, 2018 Council meeting.

Mr. Melan said that he just wanted a brief update at this time.

Mrs. Roseberry said that she worked with HUD and some other resources to focus on the relocation policies, if needed to relocate displaced residents.

Mr. Melan reported that a Public Safety Committee had been held on July 12, 2018 and that NIXEL policies had been discussed. He asked Mr. Campos if policies would be presented to Council or if it would be an internal matter.

Mr. Campos said that it would be an internal matter, but he could send the policies to Council if they wished. He said that he would speak with the Directors. He said that it was going through an approval process. He said that the policies would be vetted internally and if need be, shared with Council.

Dr. Ruggles, Chairman of the Public Works Committee, said that he hoped that, later in the year, Council would have some type of Certificate for the Lafayette College Steel Beam Team who finished number one in the nation in Steel Bridge competition, and spoke regarding this matter.

Mr. Edinger, Chairman of the Administration Committee, reported that an Administration Committee meeting had been held on June 12, 2018 and the purchase of a Jet-Vac truck and department changes, within Planning and Codes had been discussed.

Mr. Murphy, City Solicitor reported that before the meeting Council had held an Executive Session, that a personnel matter and potential litigation with Adams Outdoor Advertising and a new lawsuit filed by residents of College Hall against the City.

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June 13, 2018

Mr. Sheer, Assistant City Solicitor said that it was actually a Notice of Appeal to the amendments of the Zoning Ordinances that had been filed by the College Hill residents. .

Mayor Panto reported that he was in possession of a copy of the State's legalization of all fireworks in the State of Pennsylvania and spoke on the matter. He said that he would be introducing a Bill, at the June 27, 2018 Council meeting, prohibiting aerial fireworks in the City. He said that this would not go against the Pennsylvania State law. He also reported on proposed State legislation that would be coming up, for allowing municipalities to make it illegal to bring a firearm into a public building.

Dr. Ruggles said that he had entered the Township of Bensalem building which had a sign on the front door prohibiting firearms in the building.

Mayor Panto reported that N. 611 remains closed from Bushkill Drive to Lafayette Street said that this continues to be reported on NIXEL gave the reason why and spoke further on this matter.

Mayor Panto reported on a recent fire on the South Side in a vacant building located at Wilkes Barre and Charles Streets, thanked the Fire Department and surrounding fire departments for a great job.

Mayor Panto informed everyone that on June 19, 2018 at 1:00 p.m. a discussion on the downtown parking study summit would reconvene in the 3rd floor conference room. He said that the events, held over the past weekend were a success and spoke on what events would be happening the weekend of June 16th and 17th.

Mayor Panto introduced H. EM. Nii Guate Asuasa Eckasee Ako II from Accra Ghana, a former resident of Easton, who came for the Larry Holmes celebration.

Nii addressed Council on being back in Easton, and the Larry Holmes celebration and on a scheduled celebration in Ghana.

Mayor Panto spoke further on Larry Holmes.

CORRESPONDENCE

There was no correspondence received by Council:

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

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

June 13, 2018

Bill 24, Amending Sections contained in Chapter 285, Fees, of the Code of the City of Easton, Pa. was introduced by Mr. O'Connell and ordered processed for adoption/.

This Bill would amend fees for Planning Commission special exception, and establish fees for Bee Keeping registration application and for Health violation ticket fines and penalties.

Bill 25, Amending Chapter 45, Departments, of the Code of the City of Easton, Pa, was introduced by Mr. O'Connell and ordered processed for adoption.

This Bill would amend sections contained in Chapter 45, Departments.

Bill 26, Amending sections contained in Chapter 444, Public Health Standards, of the Code of the City of Easton, Pa., was introduced by Mr. O'Connell and ordered processed for adoption.

This Bill would amend Sections contained in Chapter 444, Public Health Standards, of the Code of the City of Easton, Pa. regarding immunization for rabies, prohibition of smoking, definitions of animals; wild and exotic, and regulating the keeping of domestic bees.

The next item on the Agenda was a proposed Resolution authorizing participation in the proposed Easton and Northampton County Home Consortium for the three year period beginning October 31, 2019 thru September 30, 2021.

The following Resolution was introduced b y Mr. O'Connell:

85-2018

Mr. O'Connell read the following:

"Before you is a Resolution to create a two community partnership (Easton and Northampton County) for the HUD Program – HOME Investment Partnership Program. The program was created by the National Affordable Housing Act of 1990. HOME funds are allocated by HUD to eligible local governments. The intent of the HOME Program is to:

- Provide decent affordable housing to lower-income households;
- Expand the capacity of nonprofit housing providers;
- Strengthen the ability of local governments to provide housing; and
- Leverage private sector participation in affordable housing.

Annually HUD will provide HOME funding to our joint entitlement community. This partnership is authorized through consortium agreement for a [period of three (3) years. This Council will assist in the approval of HOME annual budget and project work.

Eligible Project Work:

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June 13, 2018

-new construction, rehabilitation, reconstruction, conversion, site improvements, acquisition of property and or vacant land, demolition, relocation costs, project soft costs, and tenant-based rental assistance.”

Council made comments and asked questions regarding who typically applied for the grants, the notification to the Public that the funds are available, if vacant properties were included in the program, which were answered by Mrs. Roseberry and Mayor Panto.

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

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

A June 4, 2018 memorandum, 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 amend the Salary and Wage Resolution in the Department of Public Works.

The following Resolution was introduced by Dr. Ruggles:

86-2018

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

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

The next item on the Agenda was a proposed Resolution which would approve an Agreement with PIM Corporation for a repair to the Hugh Moore Park Storm Water Culvert.

The following Resolution was introduced by Dr. Ruggles:

87-2018

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

Mayor Panto informed all that this culvert services most of the rain water from south side and the price for the repair came in under budget.

Minutes of the Council of the City of Easton, Pa.
June 13, 2018

Dr. Ruggles said that this was an indication of the crumbling underground infrastructure within the City. Mayor Panto agreed with Dr. Ruggles.

There was a discussion on this matter between Council members.

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

The next item on the Agenda was a proposed Resolution which would approve an Agreement with the Easton Women's Softball League to utilize the Bob Rute 1 & 2 fields to play scheduled games.

The following Resolution was introduced by Dr. Ruggles:

88-2018

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

Mayor Panto thanked the Women's Softball League and the Mem's Hardball Teams for the good condition of the ball fields.

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

The next item on the Agenda was a proposed Resolution which would approve a Second Amendment to a memorandum of Understanding between the City and the Da Vinci Discovery Center of Science and Technology, Inc.

The following Resolutions were introduced by Mrs. Vulcano:

89-2018

Mr. Melan said that he was concerned that this was the second request for an extension and who could not say that another request for an extension would be requested in four months. He said that the DaVinci Center does not have a firm commitment for funding. He said that he initially supported the project, but with the magnitude of the project and that the price has changed after they removed the aquarium.

Mrs. Vulcano said that he needed to be patient, felt that Council had to do its due diligence. She said that it was a big project, hoping that it comes to fruition.

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

June 13, 2018

Mr. Melan said that he did not disagree but it has been a long time and that there has been no feasibility or marketing studies done.

Mayor Panto said that the City purchased the Silk Mill early in 2002 and the City was just beginning to see the results of that effort. He said that all of the studies and plans took four (4) years, and that no one has ever said that this project would not open in 2021. He said that the DaVinci group wanted to see all three governments, City, County and State, involved first. He said that the City did not want to ask for an additional four months, but the things that the City wanted would be ready by August 1st. He said that has the facility report, the marketing plan is being worked on, the business plan has already been let, but they will not be done until August. He said that two months are needed to vet the project. He said that the Administration, by the end of September, will recommend or not recommend the plan.

There was a short discussion between Council members on this issue.

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

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

Nays: None (0)

The next item on the Agenda was a proposed Resolution which would authorize the Director of Public Works to notify Chrin Landfill to renew, for a 2nd annual term, the Contract with the City.

The following Resolution was introduced by Dr. Ruggles:

90-2018

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

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

Nays: None (0)

The next item on the Agenda was a proposed Resolution which would authorize the Director of Public Works to notify Waste Management to renew for a 2nd annual term the Contract with the City.

The following Resolution was introduced by Dr. Ruggles:

91-2018

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June 13, 2018

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

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

The next item on the Agenda was a proposed Resolution which would authorize the Director of Public Works to notify Raritan Valley Disposal to renew for a 2nd annual term the Contract with the City.

The following Resolution was introduced by Dr. Ruggles:

92-2018

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

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

The next item on the Agenda was a proposed Resolution which would approve a sixty month Lease Agreement with F.N.B. Commercial Leasing for the purchase of a new Aquatech B-10/1450 Combination Sewer/Catch Basin Cleaner

The following Resolution was introduced by Dr. Ruggles:

93-2018

Mr. Campos informed Council regarding the amount of usage of piece of equipment and why the City would not recommend partnering with another municipality for the purchase of this item.

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

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

The next item on the Agenda was a proposed Resolution which would approve reappointments and an appointment to various Authorities, Boards, and Commissions.

The following Resolution was introduced by Mayor Panto:

Minutes of the Council of the City of Easton, Pa.
June 13, 2018

94-2018

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

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

The next item on the Agenda was a proposed Resolution which would award \$31,440 to the Revival Fire Ministries for after school and summer programs for the youth of the area.

The following Resolution was introduced by Mayor Panto:

95-2018

Mr. Melan made comments and asked questions regarding this organization and why the grant was going to them.

Mayor Panto, Mr. Brown, and Mr. Campos spoke to Mr. Melan's concerns, and the Mayor said that he was asking Council to set aside those funds for programs servicing the youths of the lower end of Southside and Mr. Campos said that the funds would not be released until an agreement was in place.

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

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

The next item on the Agenda was a proposed Resolution which would authorize the Administration to apply for a 2018 Northampton County Hotel Tax Grant in the amount of \$7,322.50.

The following Resolution was introduced by Mrs. Vulcano:

96-2018

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

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

Minutes of the Council of the City of Easton, Pa.
June 13, 2018

The next item on the Agenda was a proposed Resolution in which Council stated it support of an application for a Northampton County grant by the Easton Emergency Squad for funds to be used towards the purchase of an enclosed Trailer System.

The following Resolution was introduced by Mr. Melan:

97-2018

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

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

PUBLIC COMMENT
(On any item other)

Mr. Brown thanked the Mayor and other dignitaries for visiting the Shiloh Manor over the previous weekend.

Mr. O'Connell asked if Robert Sun would be reappointed to the Planning Commission.

Mayor Panto said that he had not made a decision on that as of this time.

Reverend Larry Vandever, 331 S. Main Street, Nazareth Pa. spoke regarding his Trap Neuter Release program and asked again for Council's support for the program.

Mr. Vandever was informed that his program had Council's support, that funds were allocated for this program and all he needed to do was make a request for the funds to the Administration and to meet with the City to set up the program..

Larry Nausbaum 438 Williams Street spoke again about the continuing problems he was having with his neighbor and his property at 446 Williams Street.

Steven Noworski, Director of Codes, reported what have been done with the property owner and the problem they were having with the Court system, and told Mr. Nausbaum that he would be informed when the next Court date is scheduled.

ADJOURNMENT

With no further business, the meeting was adjourned at 7:40 p.m., on motion of Dr. Ruggles and Mrs. Vulcano.

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

June 13, 2018

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

Nays: None (0)



Rita Messa
Assistant City Clerk



CITY OF EASTON

PENNSYLVANIA

June 8, 2018

COUNCIL MEETING NOTICE

A meeting of City Council has been scheduled for Wednesday, June 13, 2018 beginning at 6:00 p.m., for the transaction of regular business, and to conduct a Second Public Hearing for the Community Development Block Grant Program.

The meeting will be held in Council Chambers, located on the Third floor of City Hall, 123 S. Third Street, Easton Pa.

All meetings of City Council are open to the Public and are accessible to persons with disabilities.

A handwritten signature in black ink, appearing to read "T.A. Hess".

Thomas A. Hess
City Clerk

CITY COUNCIL
AGENDA

Stated Session
Wednesday
June 13, 2018
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 – May 23, 2018 Council meeting.
7. PUBLIC HEARING – 2018 Community Development Block Grant
8. PUBLIC COMMENT – Agenda Items Only.
9. CONSENT AGENDA
 - a. Bill 20, Amending Ordinance 3976.
 - b. Bill 21, Amending Article III, Traffic Control map, of Chapter 560, Vehicles and Traffic, of the Code of the City of Easton, pa.
 - c. Bill 22, Amending Section 285-42 A (2) (b), of Section 285-42, Pine Street Garage and South Third Street Garage fees, of the Code of the City of Easton, Pa.
 - d. Bill 23, Amending Ordinance 4295.
10. REPORTS RECEIVED BY COUNCIL
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
13. UNFINISHED BUSINESS
14. NEW BUSINESS

-OVER-

- (a) Introduction of Legislative Bills
 - 1. Bill 24, Amending sections contained in Chapter 285 Fees.
 - 2. Bill 25, Amending Chapter 45 Departments, of the City's Codes.
 - 3. Bill 26, Amending Chapter 444, Public Health Standards, of the City's Code.
- (b) Resolution approve a HOME Consortium
- (c) Resolution amending the Salary and Wage Resolution.
- (d) Resolution approving an Agreement with PIM Corporation.
- (e) Resolution approving an Agreement with the Easton Women's Softball League.
- (f) Resolution approving a Second Memorandum of Understanding with the Da Vinci Discovery Center of Science and Technology Inc.
- (g) Resolution approving renewal of Contract with Chrin Landfill
- (h) Resolution approving renewal of Contract with Waste Management
- (i) Resolution approving renewal of Contract with Raritan Valley Disposal
- (j) Resolution approving Lease Agreement w/F.N.B. Commercial Leasing
- (k) Resolution approving Re-appointments and Appointment for ABC's
- (l) Resolution approving allocation of Grant Funds.
- (m) Resolution authorizing application for a Northampton County Grant.
- (n) Resolution supporting an application for a grant for the Easton Emergency Squad.

15. PUBLIC COMMENT – (Any Matter)

16. ADJOURNMENT-

City of Easton
CDBG 2018
2nd Public Hearing
Wednesday, June 13, 2017

Name	Contract Information
Tina Roseberry	troseberry@easton-pa.gov
Dawn Hart	dhart@easton-pa.gov
Frank Brooks	fbrooks@northamptoncounty.org
Tina Smith	tsmith@northamptoncounty.org
Caren Scalzo	cscalzo@easton-pa.gov
David Beittler	dbeittler@easton-pa.gov
Rita M. Messa	rmessa@easton-pa.gov
Karsten Rohrppo	

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, June 13, 2018. 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 draft 2018 Annual Action Plan. The draft Plan will be available for a 30-day review period from May 25, 2018 through June 26, 2018 at the following locations:

Easton Government Center, 6th Floor, One South Third Street
County Government Service Center, Washington and Seventh Streets
Easton Public Library, Church and Sixth Streets
Easton Area Neighborhood Center, 902 Philadelphia Road
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.

2. 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. **The City of Easton does not discriminate based on disability.** Individuals requiring special accommodations to facilitate participation in the hearing, may call the Department of Planning & Zoning - (610) 250-6651 (PA Relay Center TDD: 7-1-1).

SUMMARY OF THE ANNUAL PLAN FOR 2018 PROGRAM YEAR

RESOURCES:

The City expects to receive the following resources from the US Department of Housing and Urban Development:

CDBG 2018 Entitlement:	\$868,354
CDBG Re-programmed funds:	\$127,237
TOTAL:	\$995,591

PRIORITY NEEDS:

HOUSING Improve existing housing stock through rehab and code enforcement

NON-HOUSING Provide needed public services

Improve public facilities & infrastructure
Improve economic conditions

PROPOSED 2018 CDBG BUDGET:

Public Services:	\$117,000
Housing Rehabilitation:	\$195,000
Code Enforcement:	\$120,000
Public Facilities/Infrastructure:	\$393,591
General Administration:	\$150,000
Economic Development:	\$20,000

By Order of
Salvatore J. Panto, Jr., Mayor
City of Easton

Executive Summary

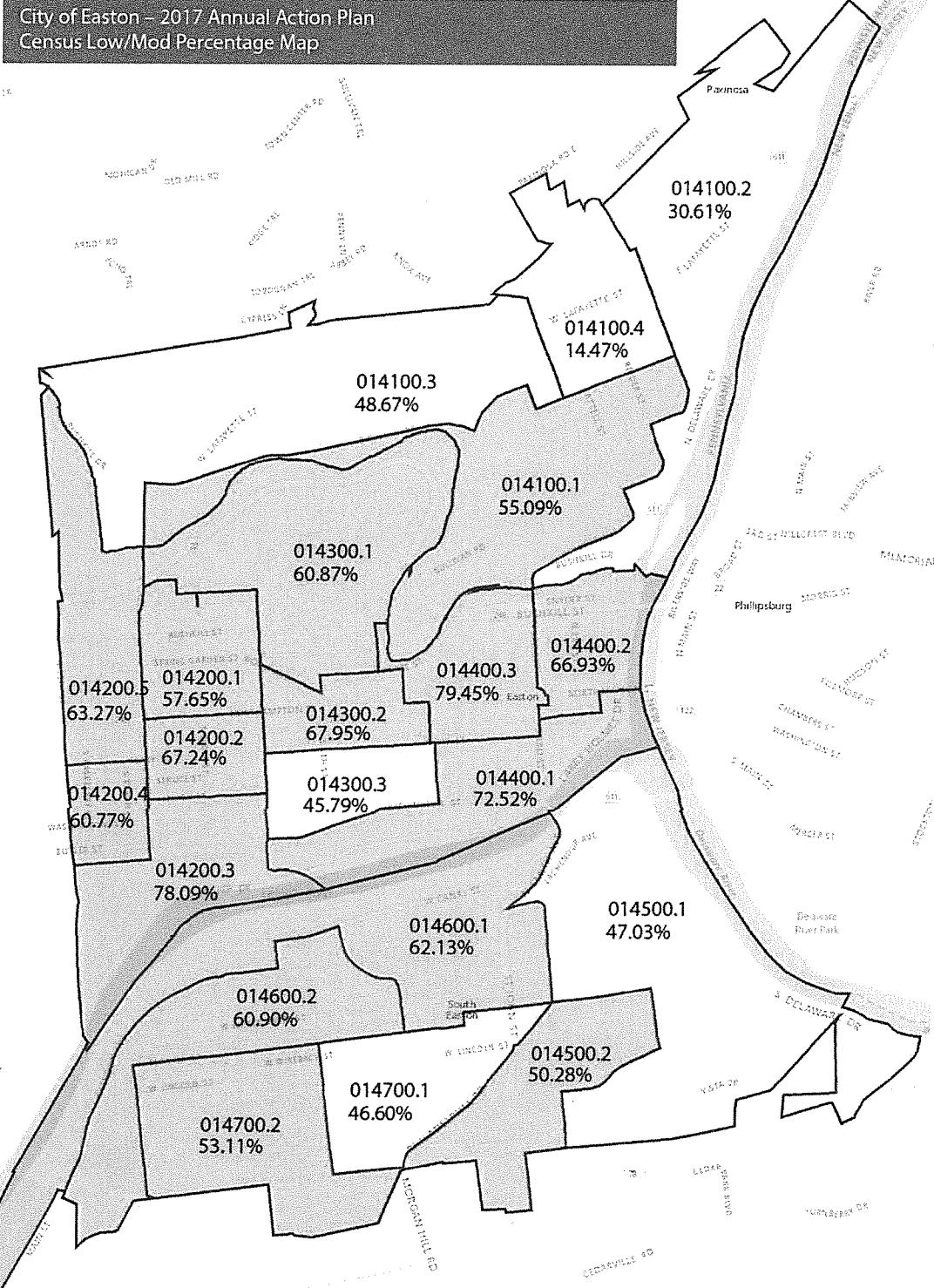
AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Easton, Pennsylvania, has prepared its 2017 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 2017 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.



Eligible low-mod 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 this Annual Action Plan. CDBG funds available for the 2017 Program Year are \$788,761 in 2017 Entitlement funding plus available funds from 2014 and 2015 of \$44,929 plus 2016 program income of \$61,925 for a total of \$895,615. The three overarching objectives guiding the proposed activities are to:

- 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 2017 AP fulfills the goals, objectives and outcomes in the Consolidated Plan in the following ways:

- a large majority of the projects 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 has a history of timely use of HUD funds for eligible, effective activities that address identified community needs.

2015 and 2016 accomplishment measurements show excellent progress in almost all aspects of the CDBG program.

Accomplishments that exceeded projections included infrastructure and public facilities improvements, public services and job creation/retention. These achievements are reflective of a concerted effort from City staff and their partners in other city departments as well as local non-profits to implementing the program. The results for reconstructed streets show that public facilities improvements not only benefit

more residents and visitors but have created more jobs. The City and its CDBG program are expected to continue those gains going forward. Processes have been streamlined and added staff has reduced the completion time.

The success of previous efforts coupled with an ongoing need for a continuation of many of the same kinds of activities helped shape the goals and projects included in the 2017 Action Plan.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City conducted two public hearings to solicit input into the preparation of the 2017 Annual Action Plan. All meetings and public comment periods were 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 2017 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.

Because the federal budgeting process was later this year than normal, the planning and discussion of this Action Plan largely took place prior to HUD's announcement of allocations. Those discussions included a contingency that if the actual allocation were marginally higher than the estimated budget being used for planning purposes, the additional funding would go into the housing rehab activity or a new eligible activity would be added if the funding permitted. If the actual allocation were marginally lower than the estimated budget, project funding would be reduced on a pro rata basis or all taken from housing rehab, depending on the level of the variance. If the actual allocation had been significantly different from the estimated budget (defined as 10% or more), all projects and funding levels would have been reconsidered. Since the actual allocation was within about 1 percent of the estimated budget, the last option was not needed. Instead, the approximately \$8,000 by which the actual allocation came up short of the estimated budget was used to add another eligible activity.

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.

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

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 September 14, 2016 and a second public meeting was held on January 25, 2017. There was a public comment period from February 8 to March 10 of 2017. The final 2017 Annual Action Plan has been prepared and adopted via resolution at City Council's January 25, 2017 meeting. These public meetings were advertised in the *Express-Times* and announced online at www.easton-pa.gov.

The Plan documents and analyzes: 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)

The City of Easton has officially assigned the City's Planning and Zoning Department to oversee the CDBG program. 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 Executive Director and the RDA Board of Directors.

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

Annual Action Plan
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AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

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.

The goals and projects included in this plan were selected based on:

* familiarity with the community, its needs and performance of past projects;

* analysis of relevant data;

*consultation with front-line providers of various services;

*consultation with other departments within the City of Easton.

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(l))

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 September 14, 2016 and a second public meeting was held on January 25, 2017. All hearings were held in the City Council Chambers at City Hall, a fully accessible facility. 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 AP. 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 Action Plan was published in *Express-Times* on February 1, 2017 alerting interested persons as to the availability of the draft plan. The draft Action Plan was placed on the City's web-site and was also available in City Hall. The public review period was from February 8 to March 10, 2017 (30-days). The City Council approved the final Action Plan on January 25, 2017 by resolution.

The Action Plan 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.

In a single day point in time homeless count for Northampton County 2017 there were: 1,427 homeless households totaling 2,170 individuals. Of these, there were 156 chronically homeless individuals. The homeless population included 82 veterans.

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.

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	Agency/Group/Organization	Greater Easton Development Partnership
	Agency/Group/Organization Type	Business Leaders
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	GEDP was consulted in two ways during the Action Plan process: 1) CDBG project invitation and application package 2) public meeting notifications.
2	Agency/Group/Organization	EASTON AREA NEIGHBORHOOD CENTER
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Health
	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?	EANC was consulted in two ways during the Action Plan process: 1) CDBG project invitation and application package 2) public meeting notifications.
3	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

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	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.
4	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.
5	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.

6	Agency/Group/Organization	EASTON
	Agency/Group/Organization Type	Services-Health Publicly Funded Institution/System of Care Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Economic Development Lead-based Paint Strategy Public services
	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, including Police, 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.
7	Agency/Group/Organization	LEHIGH VALLEY CENTER FOR INDEPENDENT LIVING
	Agency/Group/Organization Type	Housing Service-Fair 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.

8	Agency/Group/Organization Agency/Group/Organization Type	EASTON AREA COMMUNITY CENTER Housing Services-Children Services-homeless Services-Health Services-Education Health Agency
	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. EACC and the City of Easton also have coordinated discussion related to providing healthcare services in the West Ward Neighborhood.
9	Agency/Group/Organization Agency/Group/Organization Type	NORTHAMPTON COUNTY Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs 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?	The City maintains an ongoing relationship with other municipalities, government agencies, school districts and community service organizations via e-mail, conference calls, face-to-face meetings, inner-agency meetings and conferences.

10	Agency/Group/Organization	Housing Authority of the City of Easton
	Agency/Group/Organization Type	Housing PHA Services - Housing
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City maintains an ongoing relationship with other municipalities, government agencies, school districts and community service organizations via e-mail, conference calls, face-to-face meetings, inner-agency meetings and conferences.
11	Agency/Group/Organization	Community Action Committee of the Lehigh Valley
	Agency/Group/Organization Type	Housing Services-homeless Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Public services
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City maintains an ongoing relationship with other municipalities, government agencies, school districts and community service organizations via e-mail, conference calls, face-to-face meetings, inner-agency meetings and conferences. CACLV's application for CDBG funds included a needs description, which helped form the picture of the City's needs.
12	Agency/Group/Organization	Safe Harbor Easton
	Agency/Group/Organization Type	Services-homeless

What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Strategy
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City maintains an ongoing relationship with other municipalities, government agencies, school districts and community service organizations via e-mail, conference calls, face-to-face meetings, inner-agency meetings and conferences. Safe Harbor's application for CDBG funds included a needs description, which helped form the picture of the City's needs.

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. The City of Easton, through its RDA, consult with LVRHAB members, North Penn Legal and local contractors with regards to lead-safe training and practices that could enhance or update the City's Housing Rehabilitation Program. We also consult with Northampton & Lehigh Counties to determine if additional lead-safe training for contractors is need.

Other local/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

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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 2017 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 assisted with the preparation of the 2017 Annual Action Plan (AP). The City solicited input for the development of the Action Plan from City departments, County agencies, 19 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 September 14, 2016 and January 25, 2017. 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 A summary of the Action Plan was published in *Express-Times* on February 1, 2017 alerting interested persons as to the availability of the draft plan. The draft Action Plan was placed on the City's web-site and was also available in City Hall. The public review period was from February 8 to March 10, 2017 (30-days). The City Council approved the final Action Plan on January 25, 2017 by resolution.

Because the federal budgeting process was later this year than normal, the planning and discussion of this Action Plan largely took place prior to HUD's announcement of allocations. Those discussions included a contingency that if the actual allocation were marginally higher than the estimated budget being used for planning purposes, the additional funding would go into the housing rehab activity or a new eligible activity would be added if the funding permitted. If the actual allocation were marginally lower than the estimated budget, project funding would be

reduced on a pro rata basis or all taken from housing rehab, depending on the level of the variance. If the actual allocation had been significantly different from the estimated budget (defined as 10% or more), all projects and funding levels would have been reconsidered. Since the actual allocation was within about 1 percent of the estimated budget, the last option was not needed. Instead, the approximately \$8,000 by which the actual allocation came up short of the estimated budget was added to the street reconstruction project and the housing acquisition/rehab project.

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 2017 Annual Action Plan.	There were no written or verbal comments received at the public hearings.	There were no public comments.	

2	Internet Outreach	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</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.</p> <p>To that end, the initial 25 Agencies and or City departments</p>	<p>http://www.easton-pa.com/cedauthority.htm</p> <p>There were no comments.</p>

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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)
				that received the 2016 applicant package were all informed of the CDBG.		
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.	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

The City of Easton's 2017 CDBG allocation is \$788,761. Additionally, \$44,929 in prior year funds plus \$61,925 in program income received during 2016 are included in this 2017 Annual Action Plan.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of ConPlan	Narrative Description
			Annual Allocation:	Program Income:	Prior Year Resources:		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	788,761	61,925	44,929	895,615	The expected amount of \$1,500,000 is an estimate for the remaining two years - Years 4 and 5 - of the current Consolidated Plan

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

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matching requirements will be satisfied

The City of Easton provides only a portion of the cost of activities: affordable housing, public facilities/infrastructure or public services. CDBG funds for public services activities are matched with numerous state funding sources and local donations. Most public facilities /infrastructure projects are primarily funded through state grants and City Bonds.

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

Street reconstruction, sewer line rehab, and street lighting replacement are the only activities in the Action Plan that will use publically owned land or property to address the needs identified in the plan.

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

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	West Ward	Lead-Based Paint Reduction in Housing Stock	CDBG: \$359,315	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 152 Households Assisted
				Homeless		Vacancy Reduction		Homeowner Housing Rehabilitated: 1 Household Housing Unit
				Non-Homeless		Rehabilitation of Existing Housing Stock		Housing Code Enforcement/Foreclosed Property Care: 7845 Household Housing Unit
				Special Needs		Blight Reduction		
2	Improve public facilities	2015	2019	Non-Housing Community Development	City of Easton West Ward	Blight Reduction Infrastructure Improvements	CDBG: \$240,500	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 4125 Persons Assisted
3	Improve economic conditions	2015	2019	Non-Housing Community Development	City of Easton	Economic Development Support	CDBG: \$20,000	Businesses assisted: 2 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: \$125,800	Public service activities other than Low/Moderate Income Housing Benefit: 9945 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 5 Households Assisted Homeless Person Overnight Shelter: 50 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
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: \$150,000	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

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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 code enforcement inspections.
2	Goal Name	Improve public facilities
	Goal Description	<p>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. Projects in this category include:</p> <ul style="list-style-type: none"> • Street/sewer improvements (Project # 9) with at least 500 beneficiaries • Third Street Alliance facility improvements (Project # 10) with 25 beneficiaries • Northampton Street lighting (Project # 11) with at least 500 beneficiaries • West Ward Street signs (Project # 12) with at least 1,000 beneficiaries • Fire equipment (Project # 13) with at least 2,000 beneficiaries • Safe Harbor facility improvement (Project # 15) with approximately 100 beneficiaries <p>All are considered as having an Other Than Low/Mod Housing benefit even though Projects 10 and 15 have shelter/transitional components because there are other components of the activities that will be conducted there as well.</p>
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 and City departments will help combat crime, fight homelessness, strengthen neighborhoods through home ownership and counseling, provide emergency rent and utility assistance and assist residents and visitors in the downtown.

5	Goal Name	Provide professional program administration.
	Goal Description	CDBG program professional administration.

Projects

AP-35 Projects – 91.220(d)

Introduction

With input from a variety of stakeholders, with data from a variety of sources and with hands-on experience in front-line services to the most vulnerable populations in the City, Easton plans a mix of activities in FY 2017 to address a wide range of challenges for those populations. Housing rehab, a variety of public services and facilities improvements as well as code enforcement are among the approaches to improving neighborhoods, houses and, most importantly, families in Easton.

Projects

#	Project Name
1	Crime Prevention
2	CACLV - Home Counseling Services
3	EANC
4	Safe Harbor Easton
5	Ambassadors Program
6	Section 108 Loan Repayment - Neston Heights
7	Housing acquisition & rehab
8	Business loan capital
9	Street reconstruction and sewer rehabilitation
10	Third Street Alliance - facility
11	Northampton Street lighting
12	West Ward street sign poles
13	Fire equipment
14	Code enforcement rental inspections
15	Safe Harbor - facility improvements
16	Program Administration

Table 7 - 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 141, 143 and 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.

AP-38 Project Summary
Project Summary Information

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1	Project Name	Crime Prevention
	Target Area	West Ward
	Goals Supported	Provide needed public services
	Needs Addressed	Public services for residents
	Funding	CDBG: \$40,000
	Description	Police Department activities in the City's West Ward to prevent and mitigate crime. Activities will include bike patrol, graffiti removal, officer training for crime awareness and prevention programs for residents.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	The 7,845 residents of the West Ward, more than 66% of whom are low-mod income residents.
	Location Description	Throughout the City's West Ward, which consists of Census Tract 142 (all Block Groups) and Census Tract 143, Block Groups 1 and 2.
2	Planned Activities	Activities will include bike patrol, graffiti removal and crime awareness/prevention programs for residents.
	Project Name	CACLV - Home Counseling Services
	Target Area	City of Easton
	Goals Supported	Provide needed public services
	Needs Addressed	Public services for residents
	Funding	CDBG: \$5,000
	Description	Support for a program of foreclosure prevention for low-mod income families
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 5 income-eligible families (80% or less of AMI) will receive counseling services.

	Location Description	The Community Action Committee of the Lehigh Valley is located at 1337 E. Fifth Street in nearby Bethlehem, PA, but services will be provided to Easton families.
	Planned Activities	Foreclosure prevention counseling.
3	Project Name	EANC
	Target Area	City of Easton West Ward
	Goals Supported	Provide needed public services
	Needs Addressed	Public services for residents
	Funding	CDBG: \$15,800
	Description	Operational support for a community center located in a low-mod area that provides a variety of programs and services, including utility assistance, rent assistance, a food pantry, transitional shelter, representative payee program and more.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	At least 100 low-mod income individuals will benefit from the many services made possible, in part, from the support provided by CDBG funds.
	Location Description	902 Philadelphia Road, Easton, PA
4	Planned Activities	Operational support for a community center located in a low-mod area that provides a variety of programs and services, including utility assistance, rent assistance, a food pantry, transitional shelter, representative payee program and more.
	Project Name	Safe Harbor Easton
	Target Area	City of Easton
	Goals Supported	Provide needed public services
	Needs Addressed	Public services for residents
	Funding	CDBG: \$15,000
	Description	Operational support for winter warming center activities of a community homeless shelter and assistance program.
	Target Date	6/30/2018

	Estimate the number and type of families that will benefit from the proposed activities	A minimum of 50 homeless residents will benefit from the temporary shelter provided on dangerously cold nights.
	Location Description	536 N. Bushkill Drive, Easton.
	Planned Activities	Operational support for winter warming center activities of a community homeless shelter and assistance program.
5	Project Name	Ambassadors Program
	Target Area	City of Easton
	Goals Supported	Provide needed public services
	Needs Addressed	Public services for residents
	Funding	CDBG: \$50,000
	Description	The Greater Easton Development Partnership operates the Easton Ambassadors 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 as well as goods and services 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	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	More than 2,000 residents of the area covered by the program plus many times that amount of visitors who support the businesses and residents there.

	Location Description	The Ambassadors Program is headquartered at the Greater Easton Development Partnership, 325 Northampton St., Easton, but serves the entire central business district, which consists of Census Tract 144, Block Groups 1, 2 & 3.
	Planned Activities	Operational support for the Easton Ambassadors Program.
6	Project Name	Section 108 Loan Repayment - Neston Heights
	Target Area	City of Easton
	Goals Supported	Improve existing housing stock
	Needs Addressed	Vacancy Reduction Blight Reduction
	Funding	CDBG: \$90,000
	Description	Repayment of the Section 108 Loan originated for the construction of Neston Heights, an affordable housing community, including a community center.
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	152 low-mod households living in the Neston Heights development.
	Location Description	210A Jones Houston Way, Easton, PA
7	Planned Activities	Repayment of Section 108 loan that was used to develop an affordable housing community, including a community center.
	Project Name	Housing acquisition & rehab
	Target Area	West Ward
	Goals Supported	Improve existing housing stock
	Needs Addressed	Vacancy Reduction Rehabilitation of Existing Housing Stock Blight Reduction
	Funding	CDBG: \$144,315
	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	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	1 family with low-mod income
	Location Description	West Ward of Easton. Specific location to be determined
	Planned Activities	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.
8	Project Name	Business loan capital
	Target Area	City of Easton
	Goals Supported	Improve economic conditions
	Needs Addressed	Anti-Poverty Planning and Services Economic Development Support
	Funding	CDBG: \$20,000
	Description	Loan capital for the City's loan fund program to small businesses. Fund is administered by the Easton Department of Community and Economic Development.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 2 loans to businesses that will, in turn, retain or add at least 2 jobs that will be available to low-mod residents of Easton.
	Location Description	Commercial and mixed use zones in the City. Exact locations to be determined.
	Planned Activities	Loan capital for the City's loan fund program to small businesses. Fund is administered by the Easton Department of Community and Economic Development.
9	Project Name	Street reconstruction and sewer rehabilitation
	Target Area	City of Easton West Ward
	Goals Supported	Improve public facilities

	Needs Addressed	Infrastructure Improvements
	Funding	CDBG: \$105,000
	Description	Reconstruction of a public street in an eligible service area of Easton.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	A minimum of 500 residents, at least 51% of whom will be low-mod income.
	Location Description	Eligible area of Easton. Exact location to be determined.
	Planned Activities	Reconstruction of a public street and sewer rehabilitation in eligible service areas of Easton.
10	Project Name	Third Street Alliance - facility
	Target Area	City of Easton
	Goals Supported	Improve public facilities
	Needs Addressed	Infrastructure Improvements Anti-Poverty Planning and Services
	Funding	CDBG: \$32,000
	Description	Improvements to the Third Street Alliance building, including floor repairs and asbestos abatement. The building is a homeless shelter and child care center serving low-income residents.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	At least 25 residents will benefit from improvements to this facility.
	Location Description	41 N. Third St., Easton, PA
	Planned Activities	Improvements to the Third Street Alliance building, including floor repairs and asbestos abatement. The building is a homeless shelter and child care center serving low-income residents.
11	Project Name	Northampton Street lighting
	Target Area	West Ward
	Goals Supported	Improve public facilities

	Needs Addressed	Infrastructure Improvements
	Funding	CDBG: \$36,000
	Description	Installation of LED lighting upgrades on Northampton Street in the West Ward neighborhood.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	At least 500 residents of an income-eligible portion of the West Ward, where a majority of residents are low-mod income.
	Location Description	Northampton Street. Specific section to be determined.
	Planned Activities	Installation of LED lighting upgrades on Northampton Street in the West Ward neighborhood.
12	Project Name	West Ward street sign poles
	Target Area	West Ward
	Goals Supported	Improve public facilities
	Needs Addressed	Infrastructure Improvements
	Funding	CDBG: \$30,000
	Description	Installation and or replacement of old street sign poles in the West Ward of Easton, where a majority of residents are low-mod income.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	At least 1,000 residents, a minimum of whom 51% will be low-mod income residents.
	Location Description	West Ward of Easton. Specific locations to be determined.
	Planned Activities	Installation of street signs in the West Ward of Easton, where a majority of residents are low-mod income.
13	Project Name	Fire equipment
	Target Area	West Ward
	Goals Supported	Improve public facilities
	Needs Addressed	Infrastructure Improvements

	Funding	CDBG: \$30,000
	Description	Purchase of all-terrain vehicle to be housed at and primarily used in the City's West Ward. This is a fire and rescue vehicle designed to go where standard vehicles cannot, including wooded trails in the target area and city streets that are overcrowded during the city's frequent destination events, some of which draw upwards of 50,000 people to Easton's downtown. The vehicle will be equipped with emergency lighting, siren, fire suppression and medical emergency equipment.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	At least 2,000 residents of the City's West Ward, a minimum of 51% of whom will be low-mod income residents.
	Location Description	Throughout the West Ward.
	Planned Activities	Purchase of all-terrain vehicle to be housed at and primarily used in the City's West Ward.
14	Project Name	Code enforcement rental inspections
	Target Area	West Ward
	Goals Supported	Improve existing housing stock
	Needs Addressed	Blight Reduction
	Funding	CDBG: \$125,000
	Description	Continued use of funds for rental inspections 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.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	The 7,845 residents of the West Ward, more than 66% of whom are low-mod income residents
	Location Description	Throughout the West Ward, which consists of Census Tract

	Planned Activities	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.
15	Project Name	Safe Harbor - facility improvements
	Target Area	City of Easton
	Goals Supported	Improve public facilities
	Needs Addressed	Infrastructure Improvements
	Funding	CDBG: \$7,500
	Description	Bathroom expansion at Safe Harbor, a community homeless shelter
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	At least 100 homeless individuals.
	Location Description	Safe Harbor is located at 536 N. Bushkill Drive, Easton.
	Planned Activities	Improvements to a community homeless shelter, including bathroom expansion.
16	Project Name	Program Administration
	Target Area	City of Easton West Ward
	Goals Supported	Provide professional program administration.
	Needs Addressed	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
	Funding	CDBG: \$150,000
	Description	Planning and administration of the CDBG program.

Target Date	6/30/2018
Estimate the number and type of families that will benefit from the proposed activities	Efficient, effective program administration allows for the completion of all the other program activities, which benefit thousands of Easton residents, a large majority of whom are low-mod income residents.
Location Description	Easton City Hall, 123 S. Third St., Easton, PA
Planned Activities	Planning and administration of the CDBG Program.

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

Many of the activities included in this plan will be directed to improve the quality of life for residents in primarily low-mod residential areas. The bulk of these activities will take place in the City's West Ward, an area of more than 7,800 residents, more than 66% of whom are in low- and moderate-income households.

Other activities will benefit other eligible areas, including on the City's south side, while more than half of planned CDBG spending will potentially benefit eligible residents from throughout the City.

Geographic Distribution

Target Area	Percentage of Funds
City of Easton	57
West Ward	43

Table 8 - 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

By following the above criteria, the City of Easton believes it has developed a 2017 Annual Action Plan that proposes a blend of activities that will most effectively meet National Objectives and local needs by using CDBG funds efficiently and in conjunction with other scarce resources. These activities focus on the parts of the City with the highest concentrations of poverty while also recognizing that needs and concerns also belong to individuals, families and communities throughout the City.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The following information represents the direct CDBG funding assistance for activities that address housing needs.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	11
Special-Needs	0
Total	11

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	10
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	1
Total	11

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

The figures entered above do not include the provision of emergency shelter, transitional shelter, or social services and only includes affordable housing as defined in 24 CFR 92.252 for rental housing and 24 CFR 92.254 for homeownership.

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.

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 allocating future 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) Resident 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 2017, several agencies will be allocated a total of \$54,500 in CDBG funds to address homeless needs.

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. These programs help front-line service providers gauge the needs of their clients. The providers then help the City of Easton formulate this Action Plan. These programs include:

Lehigh Valley Center for Independent Living (LVCIL), which operates the PLACE program. PLACE 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. The City of Easton has previously provided operating support for the PLACE program.

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.

Code Blue project. Over the winter months, City staff and police will immediately direct homeless persons to several temporary shelters (Safe Harbor, Shiloh, and several churches) designated to take 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 implement several objectives with regards to emergency shelters and transitional housing:

Objective 1: Continue 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 an 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 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 continue compatibility with LVRHAB CoC strategic plan for helping the homeless make the transition to permanent housing and independent living, including 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 properties 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 project 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 region's 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

In addition to the homeless and at-risk for homelessness, Easton assists special needs residents in a variety of ways. While no 2017 Project is designed exclusively for special needs residents, several planned activities will certainly include special needs individuals among those they serve. These include:

- the Easton Area Neighborhood Center (Project # 3), which will very likely include elderly, disabled and addicted residents among its beneficiaries;
- Crime Prevention (Project # 1), which will include assistance for elderly and disabled residents, who are among the most vulnerable to criminal activity;
- Safe Harbor (Projects # 4 & 15), both the facility improvement activity and the public services activities will benefit a population that is expected to include the elderly, disabled and those with addiction issues;
- Third Street Alliance (Project # 10), where facility improvements will benefit a population that is expected to include the elderly, disabled and those with addiction issues.

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

Introduction:

There are several negative effects caused by a lack of adequate city incentives for increasing quality affordable housing units. A lack of quality affordable 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, Redevelopment Authority, Housing Authority 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 structure whereby 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 2017, the City of Easton will continue to work closely with its housing agencies and the private sector to create incentives to increase 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.

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. 2017 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 2017 Annual Action Plan to identify the actions proposed 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.

2017 Objective: Continue to support safe, decent, affordable housing

2017 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.

2017 Objective: Continue to focus on improving housing and expanding economic opportunities in the City

2017 Objective: Continue to seek funding to leverage its CDBG funds

2017 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.

2017 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.

2017 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.
- Provide case management at EANC.
- Reduce blight in the West Ward through residential rehabilitation.
- Fire department equipment upgrades to assist West Ward residents and the homeless.

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.

2017 Objective: Acquire 1 unit for rehabilitation and resale to income eligible buyers over the next year. The City of Easton has targeted the West Ward for housing rehab.

- Housing acquisition, rehabilitation: \$144,315
- Housing rehabilitation program for owner-occupied and rental units funded through local funds.

2017 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 2017: \$125,000

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.

2017 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:

2017 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.

2017 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

2017 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.

2017 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.

In addition to CDBG-funded efforts, the City of Easton has an active and aggressive economic office

(Department of Community and Economic Development (DCED)) that continually works on job retention and to bring good-paying jobs to the City, thereby fighting poverty from the income side of the equation. In 2017 the City funded the office space costs for CareerLink. Since CareerLink opened its doors in April they've held 240 interviews and have placed over 20 people in permanent jobs. Several other promising efforts are expected to progress during the remainder of 2017 and into 2018.

Actions planned to develop institutional structure

The City will implement the Annual Action Plan through the efforts of public, private, non-profit, and for-profit organizations to meet the stated goals and objectives.

Doing so will require a continuation of the dialogue the City has established with its non-profits and other front-line providers as well as continued vigilance to identify resources and other opportunities to further the work of the CDBG program and the various components of the City's safety net. An open and free exchange of information between the City and these various partners will remain in important part of the ongoing task of strengthening, reinventing and reinforcing the structures needed to address the dynamic forces that influence both the needs of our residents and the opportunities to address those needs.

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 2017 Annual Action Plan. Pursuant to public notifications, the City of Easton held a public meeting on September 14, 2016 and a second public meeting was held on January 25, 2017.

In addition to these formal means of input and coordination, the City's ongoing dialogue with local housing and service providers, referenced in the previous answer, provides a conduit for information not only to and from the City, but also among the various components of the housing and service community.

Discussion:

Program Specific Requirements

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

Introduction:

The City of Easton has identified all CDBG activities to be undertaken in FY 2017 in AP-35, the Projects Section, including administrative, public services, public facilities, and affordable housing.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l)(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%

All planned activities are eligible under low-mod benefit criteria.

Application for Federal Assistance SF-424

* 1. Type of Submission:	* 2. Type of Application:	* If Revision, select appropriate letter(s):
<input type="checkbox"/> Preapplication	<input checked="" type="checkbox"/> New	
<input checked="" type="checkbox"/> Application	<input type="checkbox"/> Continuation	* Other (Specify):
<input type="checkbox"/> Changed/Corrected Application	<input type="checkbox"/> Revision	
* 3. Date Received:	4. Applicant Identifier:	
5a. Federal Entity Identifier:	5b. Federal Award Identifier:	
B-18-MC-42-0006		
State Use Only:		
6. Date Received by State:	7. State Application Identifier:	
8. APPLICANT INFORMATION:		
* a. Legal Name: City of Easton		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 24-6000693		* c. Organizational DUNS: 83-121-0880
d. Address:		
* Street1:	123 S. Third St.	
Street2:		
* City:	Easton	
County/Parish:		
* State:	PA: Pennsylvania	
Province:		
* Country:	USA: UNITED STATES	
* Zip / Postal Code:	18042-4247	
e. Organizational Unit:		
Department Name: Planning	Division Name: Community Development	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: Ms.	* First Name: Christina	
Middle Name: S.		
* Last Name: Roseberry		
Suffix:		
Title: Planning Director		
Organizational Affiliation:		
* Telephone Number: 610-250-6651	Fax Number:	
* Email: troseberry@easton-pa.gov		

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

U. S. Department of Housing and Community Development

11. Catalog of Federal Domestic Assistance Number:

CFDA Title:

* 12. Funding Opportunity Number:

14.218 Entitlement Grant

* Title:

HUD Community Development Block Grant

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

* 15. Descriptive Title of Applicant's Project:

Easton CDBG Program-activities to improve housing and neighborhoods, and foster economic development opportunities for low/moderate income persons. Specific activities in FY 2018 Action Plan

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

[Add Attachment](#)

[Delete Attachment](#)

[View Attachment](#)

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="868,354.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="127,237.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="995,591.00"/>

* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

a. This application was made available to the State under the Executive Order 12372 Process for review on .

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)

Yes No

If "Yes", provide explanation and attach

[Add Attachment](#)

[Delete Attachment](#)

[View Attachment](#)

21. By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 21, Section 1001)

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

* First Name:

Middle Name:

* Last Name:

Suffix:

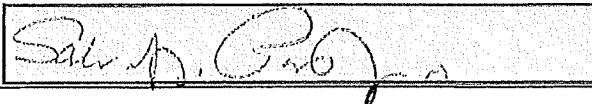
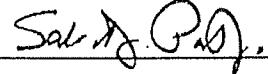
* Title:

* Telephone Number:

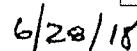
Fax Number:

* Email:

* Signature of Authorized Representative:



* Date Signed:



ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009

Expiration Date: 01/31/2019

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681, 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.

14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

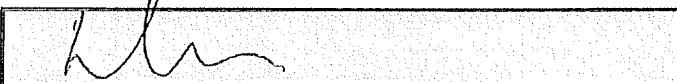
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).

18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL		TITLE	
		Deputy Mayor	
APPLICANT ORGANIZATION		DATE SUBMITTED	
City of Easton		6/28/18	

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

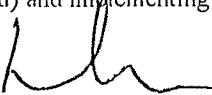
Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

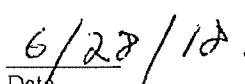
Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.



Signature of Authorized Official



Date

Mayor
Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having 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 (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2018 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

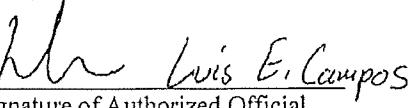
Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

Compliance with Laws -- It will comply with applicable laws.



Signature of Authorized Official

Date

Mayor
Title

Resolution

Of the
City of Easton, Pennsylvania

No. 108-2018

Date: June 27, 2018

Introduced by: David O'Connell

WHEREAS the Council of the City of Easton, PA., approves an Agreement between the City of Easton and the United States Department of Housing and Urban Development for the purposes of procuring Community Development Block Grant Funds in the amount of \$868,354. Also, there are \$127,237 of CDBG funds from program years 2016 and 2017 that will be reprogramed; and

WHEREAS the City of Easton held a Public Hearing on October 25, 2017 to assess community needs; and ,

WHEREAS a proposed use of funds for the 2018 program was made available for public review on May 25, 2018 in accordance with the City's Citizen Participation Plan; and

WHEREAS a second public hearing was held on June 13, 2018 to invite public comment on the proposed use of funds.

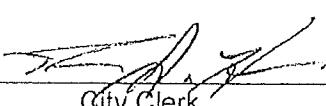
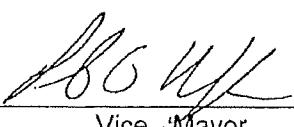
NOW THEREFORE BE IT RESOLVED THAT, the following projects and programs which constitute the City of Easton CDBG Action Plan for Fiscal Year 2018, are hereby authorized for funding:

Family Connections Parent Child Home Program	\$4,960
EANC-Case Management Services	\$17,000
Safe Harbor of Easton-Winter Warming Center	\$15,000
Safe Harbor of Easton-ARISE Program	\$8,000
Third Street Alliance-Building Repairs	\$50,000
Greater Easton Development Partnership	\$50,000
Easton Area Community Center – Building Repairs	\$90,000
Lehigh Valley Center for Independent Living	\$8,000
ProJeCt of Easton	\$10,000
Property Acquisition and Rehabilitation (including property disposition)	\$195,000
City of Easton	
Police – Midnight Basketball	\$4,040
Fire – Equipment	\$30,000

DPW-Road Reconstruction	\$50,000
DPW-Property Acquisition	\$87,591
Code Enforcement Rental Inspection Program	\$120,000
Program Administration	\$150,000
108 Loan Neston Heights	\$86,000
DCED-Loan Capital	\$20,000

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

Attest:


City Clerk
Vice Mayor

