



# City of Bloomington Common Council

## Legislative Packet

Regular Session

17 June 2009

Office of the Common Council  
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Bloomington, Indiana 47402

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## Packet Related Material

**Memo  
Agenda  
Calendar  
Notices and Agendas:**

*None*

### Reports from the Mayor

- **Annual Tax Abatement Report**
  - Memo from Danise Alano, Director of the Department of Economic and Sustainable Development; Report  
*Contact: Danise Alano at 349-3406 or alanod@bloomington.in.gov*

### Legislation for Final Action at the Regular Session on June 17<sup>th</sup>:

- **Res 09-10** To Approve the Interlocal Agreement Between the City of Bloomington and Monroe County, Indiana In Regard To The Recovery Act: Justice Assistance Grant (JAG) Program Award
  - Memo from Patty Mulvihill, Risk Attorney; Agreement; Summary of Grant  
*Contact: Patty Mulvihill at 349-3426 or mulvihip@bloomington.in.gov*  
*Chief Mike Diekhoff at 349-3307 or diekhofm@bloomington.in.gov*
- **Res 09-13** Authorizing the Allocation of the Jack Hopkins Social Services Program Funds for the Year 2009 and Other Related Matters
  - History of grants since the program began in 1993; Solicitation letter; Policy statement; Final ratings and recommendations; Application Summaries; *Funding Agreement* template; *Funding Agreement* table showing agency-specific information in each *Agreement*; and, Meeting *Memoranda*.  
*Contact: Susan Sandberg at 349-3409 or sandbers@bloomington.in.gov*  
*Dan Sherman at 349-3562 or sherman@bloomington.in.gov*

## **Legislation for First Reading at the Regular Session on June 17<sup>th</sup>:**

- **App Ord 09-04** To Specially Appropriate from the General Fund and Risk Management Fund Expenditures Not Otherwise Appropriated (Appropriating Funds for Worker's Compensation Expenses)
  - Memo from Daniel Grundmann, Director of Employee Services; Risk Management Fund Balance Sheet  
*Contact: Mike Trexler at 349-3416 or trexlerm@bloomington.in.gov or Daniel Grundmann at 349-3578 or grundmad@bloomington.in.gov*
- **App Ord 09-05** To Specially Appropriate from the Telecommunications Non-Reverting Fund Expenditures Not Otherwise Appropriated (Appropriating Funds to Purchase an Enterprise Resource Planning System for the City)
  - Memo from Rick Dietz, Director of Information and Technology Services; Telecommunications Non-Reverting Fund Balance Sheet  
*Contact: Rick Dietz at 349-3485 or dietzr@bloomington.in.gov*

## **Minutes for Regular Sessions:**

- June 3, 2009

### **Memo**

## **One Report and Two Resolutions Ready for Final Action at the Regular Session on Wednesday, June 17<sup>th</sup>**

One Report and two resolutions are ready for final action at the Regular Session next Wednesday all of which are included with this material.

### **Final Actions**

#### **Reports from the Mayor – Annual Tax Abatement Report**

Danise Alano, Director of the Department Economic and Sustainable Development, is scheduled to present the Annual Tax Abatement Report to the Council next Wednesday night during Reports from the Mayor. *Given the time it took last year, the Council may want to move hearing that Report until after Second Readings and Resolutions.*

Each year statute requires recipients of tax abatements to file CF-1 forms with the legislative body showing whether the project is providing the benefits which were promised at the time the petitioner sought the abatement. Due to a recent change in State law, the deadline for submitting CF-1s for improvements to real estate and for the installation of new manufacturing equipment are now all on the same date (May 15<sup>th</sup>).

Danise gathers and review the CF-1s, files her report with the Economic Development Commission and presents its recommendations to the Council in time for the Council to pursue statutory procedures to terminate abatements, should the underlying circumstances justify that decision. This year the Report recommends that all recipients be found in substantial compliance.

The *Report* is to the Economic Development Commission and Common Council and summarizes the activities of the active and recently-inactive tax abatement projects. It is attached to this packet and includes a:

- Table of Contents (pages 2-3);
- One sheet summary of each project which is often accompanied by photos (pages 4-59);
- List of three projects still in progress (page 60);
- List of four projects where not all of the CF-1s have been received (page 61); and
- Summary of the economic impact of these projects (page 62-67).

My memo below briefly summarizes the process for reviewing these tax abatement projects and highlights some projects that were previously discussed by the Council or that may not have fully met their targets this year. *Please note that the Meeting Memo for next week's Regular Session will offer the Council an order for your deliberations as well as a menu of motions from which to choose.*

### **Typical Commitments - Standard of Review (Substantial Compliance)**

Before granting a tax abatement, statute requires the Council to find that the benefits asserted by the petitioner are reasonable and probable and, in totality, justify the granting of the abatement. These benefits are found in the Application and Statement of Benefits and typically relate to:

- the amount of investment (as measured by the estimated assessed valuation of the improvements);
- the number of jobs retained and created by the project, and the size of

- the resulting payroll;
- the number of affordable dwelling units that have been set aside for low-to-moderate income households. (Please note that these units are usually in the form of subsidized rental units, but may include owner-occupied housing.);
  - other goals specified in the tax abatement guidelines such as:
    - encouraging housing in the downtown area (which has grown from encouraging owner-occupied units to supporting some projects with market-rate rental units);
  - other policies of the City such as:
    - following the West Kirkwood Corridor Plan, or
    - implementing the Growth Policies Plan;
  - other benefits such as:
    - the use of higher quality materials or
    - a commitment to provide a certain level of indigent care.

The Annual Tax Abatement Report gives the Council an opportunity to review projects in order to determine whether they are in substantial compliance with the commitments made at the time of the abatement. The Council must act within 45 days of the deadlines for filing the CF-1s if it intends to exercise its power to rescind a tax abatement. Given the recent change to a single deadline for filing all CF-1s, the Council will hear one Report next week.

As noted above, the Council may rescind the tax abatement and terminate the deduction only if it finds that the property owner has not substantially complied with the commitments made at the time of the abatement.

*According to statute, the decision to terminate the tax deduction should be made only when you conclude the tax payer has not made reasonable efforts to meet its commitments and was not prevented from complying with the terms of the abatement due to factors beyond its control.*

**Report Recommends Substantial Compliance for All Projects**

The *Report* recommends that all of the projects be found in compliance with the terms of their abatement. The following chart covers projects with some issues previously discussed by the Council and some issues possibly raised by the CF-1s:

<u>Report</u>	<u>Tax Payer</u>	<u>Site/Name of Project</u>	<u>Legislation</u>
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Page 21	<b>Hopewell Renewal</b>	1400 West 6 <sup>th</sup> Street	<u>Res 96-14</u>
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**Issue:** This project had three components: an apartment building for persons with HIV/AIDS, an apartment building for persons with mental disabilities, and 12, 2-story attached town homes for first-time home buyers. For many years, the project was complete and compliant, except for the empty foundations ready for 8 of the duplexes. This year, the Report indicates that the remaining duplexes have been built. However, the CF-1s have not been received and the status of the tenants as first-time home buyers has not been confirmed.

<u>Report</u>	<u>Tax Payer</u>	<u>Site/Name of Project</u>	<u>Legislation</u>
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Page 25	<b>Morton Street Properties (formerly Hirons Investments, LLC)</b>	555 North Morton Street	<u>Res 99-13</u>
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**Issue:** This property was purchased by Solution Tree in 2008. The CF-1 was not filed by the time the *Report* was submitted and Danise Alano is determining compliance. Solution Tree, Hirons and CallNet all occupy the site. Last year, the *Report* indicated that the actual investment (of \$3.9 million) more than met the commitment (of \$2.7 million) and that the promised new employment (of 30) was exceeded by the actual employment of all the firms occupying the space (56).

Page 29	<b>Landmark Medical, LLC</b>	550 Landmark Avenue (Landmark Business Center)	<u>Res 99-27</u>
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Page 58	<b>Rogers Property Management, LLP (IMA East)</b>	2605 East Creek's Edge Drive	<u>Res 06-02</u>
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**Issue:** The benefits of these projects included the construction of new medical facilities, the retention of 285 existing jobs (271 at Landmark and 14 at Creek’s Edge), the creation of 165 new jobs (121 at Landmark and 44 at Creek’s Edge), and the provision of uncompensated health care to indigent community members. The *Report* indicates these Projects more than met the investment, job, payroll and indigent care targets. The latter amounted to over \$2.5 million at Landmark and over \$367,00 at Creek’s Edge in 2008 along with a significant amount of other donated services.

Page 31 **Rono Corp** 901 S. Rogers Street Res 99-29

**Issue:** This project involved renovating a two story building with retail on the basement and first floors and three single family rental units on the second floor. *The Report* indicates that, while the actual employment (of 16) exceeded anticipated employment (10 – 14), the actual investment of \$508,468 was less than the estimated investment of \$600,000.

Page 33 **Metropolitan Printing, Inc** 720 South Morton Street Res 99-31

**Issue:** The property owner intended to invest a total of \$2.475 million for improvements in real estate and the acquisition of new manufacturing equipment and to create six to eight new jobs. The total investment exceeded projections (although the mix between real estate and equipment differed). However, the property owner was unable to create new jobs and, in fact, reduced the work force from 55 to 30 employees. The *Report* found the property owner was making good-faith efforts to meet these commitments given trying market conditions.

Page 41 **Lockerbie** 500 N. Walnut St. Res 01-02

**Issue:** This project was intended to be a downtown, owner-occupied residential project. The *Report* indicates that 15 of the 17 units are occupied, but does not mention how many are occupied by the owners. In the past, Alano has mentioned that it would be difficult to exclude children who rented from their parents while attending IU. She also mentioned problems defining the concept when attempting to draft a memorandum of understanding for an other downtown project last year.

Page 46 **Marlin Real Estate Holdings, LLC (formerly Richland Development Group)** 1600 West Bloomfield Road Res 02-22

**Issue:** This property changed ownership since last year. Danise Alano ascertained that ProLogic (which took over the coupon business), an accountant and a dentist occupy the space. While the CF-1 indicates that the investment in the property matched the estimated amount (\$3.7 million), the commitment regarding employment has fallen short. In that regard, 11 of 30 employees have been retained and 7 of 30 new employees have been added. The abatement called for all existing 30 employees to be retained and for 30 more employees to be hired.

Page 53 **Bloomington Paint and Wallpaper** 1150 South Walnut Street Res 04-03

**Issue:** The property owner built a new-urbanist style retail and residential project at Grimes and South Walnut in order to relocate his downtown paint and wallpaper store. The investment exceeded expectations (\$1.3 rather than \$1 million) and the number of new employees is now at one of the two-to-four projected. Please note that this project is in the fourth of a five-year abatement.

**Expired Tax Abatements**

None

**Unfinished Projects (Page 60)**

The Report indicates that three projects are still in progress. The owners of those properties have no obligation to file the CF-1 form until the project is assessed and they want to claim the deduction. All of these projects were granted a tax abatement in the last five years and are under construction. Danise Alano will be able to address any questions you may have on these recent approvals. They include:

<u>Tax Payer</u>	<u>Site/Type of Abatement</u>	<u>Legislation</u>
Woolery Ventures, LLC	2200 W Tapp Road <i>Real Estate</i>	<u>Res 04-01</u>
City of Bloomington and Habitat for Humanity	1034, 1042 W. 14 <sup>th</sup> Street <i>Real Estate</i>	<u>Res 05-11</u>
City of Bloomington	EverGreen Village 2300 Rockport Rd and 2101 – 2125 Susie Street <i>Real Estate</i>	<u>Res 06-13</u>

*Note: This property is complete and will eligible to file CF-1s next year.*



## CF-1s Not Received (Page 61)

The *Report* indicates that the following property owners did not file a CF-1:

<u>Report</u>	<u>Tax Payer</u>	<u>Site/Name of Project</u>	<u>Legislation</u>
Page 4	<b>Madison Park Homeowners Assoc</b>	300 & 400 Block of S. Madison Street	<u>Res 91-18</u>
Page 9	<b>East Third Street Properties</b>	1239, 1249, 1251 Miller Drive and 1721, 1725, 1731 Highland Avenue	<u>Res 95-03</u>
Page 21	<b>Hopewell Renewal</b>	1400 West 6 <sup>th</sup> Street	<u>Res 96-14</u>
Page 41	<b>Lockerbie Court Condominiums, LLC</b>	500 N. Walnut Street	<u>Res 01-02</u>

**Issue:** These are all either condominium or affordable, single family housing projects where the individual owners must file the CF-1. It isn't unusual for them to forget to file a CF-1 or file an incomplete CF-1. This is particularly so in regard to affordable housing projects.

<u>Report</u>	<u>Tax Payer</u>	<u>Site/Name of Project</u>	<u>Legislation</u>
Page 25	<b>Morton Street Properties (formerly Hirons Investments, LLC)</b>	555 North Morton Street	<u>Res 99-13</u>

**Issue:** This property was purchased by Solution Tree in 2008 (See above).

## Non-Compliance

*None*

## Economic Impacts

As a result of past requests from the Council, the *Report* provides some economic impacts of the tax abatements, including the amount of investment (\$99.5 million), number of jobs retained (432) and created (624.5), and size of the payroll for newly created jobs (\$24 million). It also provides maps of the projects as well. In

future years, Danise is hoping to present figures regarding the amount of abated taxes.

### **Recent Changes in State Law Offer Tax Abatements within the City Without Review by the Common Council**

The *Report* evaluates current tax abatement projects authorized by the City of Bloomington, but does not address two other forms of tax abatement within the City that are not reviewed by the Common Council. These tax abatement programs were recently enacted by the State Legislature. The first is a temporary (March 2005 – March 2009), 3- year, graduated Investment Deduction (IC 6-1.1-12.4) for redevelopment, development or rehabilitation of real property and the purchase of personal property that creates or retains employment in areas outside of TIF districts and Certified Technology Parks. The second offers a 100% deduction of taxes for a period of either five or ten years for eligible investments within an Enterprise Zone for the purchase, construction and rehabilitation of buildings as well as the purchase and retooling of equipment.

### **Legislation for Final Action at Regular Session on June 17<sup>th</sup>**

#### **Item One - Res 09-13 Approving Allocations for Jack Hopkins Social Services Funds and Related Matters - Report from Jack Hopkins Social Services Funding Committee 2009**

This is the 17<sup>th</sup> year of the Jack Hopkins Social Services Funding Program, named after former Council Member Jack Hopkins in 2002. The City has expended approximately \$1.7 million between 1993 and 2009, and increased the annual appropriation by \$15,000 to \$180,000 in 2009. After a series of five meetings, the Jack Hopkins Social Services Funding Committee recommended funding 16 agency programs.

**Res 09-13** will be considered by the full Council on June 17<sup>th</sup>. It implements the Committee's recommendations, approves the *Funding Agreements* with these agencies, delegates questions regarding the interpretation of the *Agreements* to the Chair of the Committee (Susan Sandberg), and approves the *Report* of the Hopkins Committee (which is comprised of this summary and the related packet materials).

## Committee Members and Staff

The Committee is a Standing Committee of the Council. The 2009 Committee included five Council members appointed by the President of the Council – Tim Mayer, Isabel Piedmont-Smith, Andy Ruff, Susan Sandberg (Chair), and Mike Satterfield, and two members appointed by the Committee Chair from other City entities. These appointees included Dr. Anthony Pizzo from the CDBG Citizens Advisory Committee for Social Services (who was appointed by the Chair) and Hans Huffman from the Community and Family Resources Commission (who was appointed by the Commission).<sup>1</sup> Along with committee members and Council Office staff, a representative from the HAND department (Marilyn Patterson) assisted with the process.

Policies, Procedures, and Schedule for 2009

The following is a summary of the proceedings for this year:

- **Monday, February 23, 2009 from 4:00 p.m. to 5:20 p.m. in the Council Chambers** - The Committee met to review the 2008 funding process and establish a procedure for the 2009 round. At this meeting the Committee:
  - *Elected Susan Sandberg as Chair;*
  - *Acknowledged (with appreciation) that an additional \$15,000 has been made available for the program by the Mayor and Council;*
  - *Heard and approved a report of last year's grants from Marilyn Patterson, HAND department;*
  - *Approved the memorandum from the June 4, 2008 Debriefing Meeting;*
  - *Generally affirmed the program criteria and procedure but made two changes to the Solicitation Letter. The first change added a sentence indicating that due to current economic challenges, the Committee would prioritize emergency services this year. The second change clarified that the one-time funding requirement allowed for operational costs, but should not lead agencies to rely or expect funding for such on-going costs;*
  - *Kept a Pre-Allocation meeting to informally discuss and recommend funding;*
  - *Established a schedule for 2009;*

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<sup>1</sup> The Commission initially appointed another person to serve on the Committee. However, that person was employed by an agency that applied for JHSSF monies. Upon considering the problems associated with this conflict of interest, the Committee voted for the Commission to appoint someone who was not employed by an applicant agency and also made that a condition for membership on the Committee.

- *Acknowledged the obligation of agencies to phase-in the Living Wage requirement which started last year; and*
- *Recommended that the Affirmative Action provision in Funding Agreement (which applies to agencies receiving more than \$10,000 ) be revised to extend protection against discrimination based upon a person's sexual orientation and gender identity.*

*(See enclosed Memorandum of meeting.)*

- **Monday, March 2, 2009** - The Council Office sent solicitation letters to social services agencies and posted the letter and related materials on the City's website. Within the next few weeks, the United Way distributed this information to its members and in the Non-Profit Alliance Newsletter and the H-T provided a brief article.
- **Thursday, March 26, 2009 from 4:00 p.m. to 5:15 p.m. in the McCloskey Room** - The Council Office held a Voluntary Technical Assistance meeting in the McCloskey Room in order to explain the program and answer questions from agency representatives. Approximately 10 agencies were represented at meeting.
- **Monday, April 6, 2009 at the 4:00 p.m. Deadline** - 16 agencies submitted applications to the Council Office by the deadline. These agencies requested at least \$1,000 (per guidelines) and, in total, asked for approximately \$190,385.<sup>2</sup>
- **Wednesday, April 22, 2009** - The Council Office distributed a cover memo, summaries, and application materials to committee members and staff.
- **Thursday, April 30, 2009 from 4:00 p.m. to 6:20 p.m. in the McCloskey Room** - The Committee met for the initial review of the 16 applications. Prior to that review, members announced potential conflicts of interests and the Committee voted for the representative from the Community and Family Resources Commission to be replaced because the member was employed by an applicant agency. The Committee then reviewed the applications and developed questions to be answered by presenters at the Presentation Hearing.  
*(See enclosed Memorandum of meeting.)*

- **Thursday, May 7, 2009 from 5:00 p.m. to 7:00 p.m. in the Council Chambers** - The Committee met, heard presentations from, and asked questions of 16 agencies. (*See enclosed Memorandum of meeting.*)
- **Wednesday, May 13, 2009** - The committee members submitted their ratings to the Council Office. These ratings were based upon how well the applications fit the program criteria relative to the other requests and were on a scale of 0 – 5.
- **Monday, May 18, 2009 from 4:00 p.m. to 4:30 p.m. in the Council Chambers** - The Committee met and made a series of motions resulting in a recommendation for funding to be heard at its next meeting.
- **Thursday, May 21, 2009 from 4:00 p.m. to 4:30 p.m. in the Council Chambers** - The Committee recommended funding 16 agency applications. Please note that the Committee offered an opportunity for public comment before voting on its recommendations. (*See Memorandum of the meeting.*)
- **Wednesday, June 3, 2009 from 6:00 p.m. to 7:00 p.m. in the Council Chambers** – The Committee met to review the program procedures and plan for the coming year. Among other things, it decided to:
  - prohibit persons employed by applicant agencies from serving on the Committee;
  - Authorize the Chair to appoint a member from the City entity and the Community and Family Resources Commission to appoint a member;
  - Authorize the Chair to approve minutes after members were given an opportunity to review and comment upon them.
- **Wednesday, June 17, 2009 at 7:30 p.m. Council Chambers** - The Common Council will consider the *Resolution* approving recommendations and will take related actions regarding the program.
- **Tuesday, June 23, 2009 at 8:30 a.m. in the McCloskey Room**– Marilyn Patterson in the HAND department has scheduled Technical Assistance meetings at this time to inform funded agencies how to obtain reimbursements under the grant.

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<sup>2</sup> During the course of reviewing the applications, this amount increased to \$192,588.53 as a result of an increase in one request and a decrease in another.

- **November 30, 2009** - This is the last day for filing claims under the grant unless the agency has arranged for a later date in the *Funding Agreement* (see *Funding Agreement below*) or has submitted a written request to Lisa Abbott, Director of the HAND department, at least two weeks earlier setting forth good cause for extending the period for receiving the funds.

### Criteria and Other Program Policies

Former Council member Jack Hopkins established the three criteria for this program in 1993. The Committee has elaborated upon them over the years by providing a policy statement, which was sent out with the funding solicitation as well as placed on the Council web page. Those criteria are briefly stated below:

- 1) The program should address a previously-identified priority for social services funds (as indicated in the *Service Community Assessment of Needs* (SCAN), the City of Bloomington Housing and Neighborhood Development Department's *2005-2010 Consolidated Plan* or any other community-wide survey of social service needs);

*The Policy Statement emphasizes that:*

- *the funds are for programs that primarily serve City residents;*  
*and*
- *a higher priority is given to programs offering emergency services (e.g. food, housing, and healthcare) to low income City residents.*

*Please note that this year the Committee announced that it would focus on emergency services given the economic challenges facing City residents. Emergency services include food, shelter and medical services.*

- 2) The funds should provide a one-time investment that, through matching funds or other fiscal leveraging, makes a significant contribution to the program; and

*This criterion has both a "one-time investment" and a "matching funds or other fiscal leveraging" element. The "one-time investment" requirement is the most misunderstood element. It is intended to*

*encourage innovative projects and allow these funds to address changing circumstances in the community.*

*While “operational costs” are not generally considered a “one time investment,” the Committee has recognized two circumstances where such costs would be eligible for funding:*

- 1) When an agency is proposing a pilot project or is a start-up agency and demonstrates a well developed plan for funding in future years which is independent of this funding source; or,*
- 2) When an agency demonstrates that an existing program has suffered a significant loss of funding and requires “bridge” funds in order to continue for the current year.*

*Please note that this year the Committee modified the Solicitation Letter to indicate that the one-time investment requirement does allow for the payment of operational costs, but signals to applicants that they should not expect or rely on this funding source to pay for on-going expenditures year after year.*

- 3) This investment in the program should lead to broad and long-lasting benefits to the community.*

*This favors projects or programs where investments now will have positive, long-term spillover effects.*

## Recommendations to Fund 16 Programs

The Committee recommended funding 16 agency programs. These agencies, programs, and grant amounts are briefly described below:

Agency	Grant Amount	Purpose
Community Kitchen of Monroe County, Inc	\$1,005.00	To purchase printed backpacks for the Backpack Buddies program.
Shalom Community Center, Inc.	\$18,000.00	To purchase food as well as kitchen and miscellaneous supplies for its Emergency Hunger Relief program.
Mother Hubbard's Cupboard, Inc.	\$28,650.00	To help purchase a cargo van for the Food Pantry program
Middle Way House, Inc.	\$10,500.00	To purchase beds and mattresses for the Emergency Shelter.
Stepping Stones, Inc.	\$20,000.00	To pay for rent, deposit, payroll and insurance to expand housing and counseling of youth.
Martha's House, Inc.	\$24,557.92	To pay for the salaries and benefits for Resident Advocates for the Emergency Shelter program.
Habitat for Humanity of Monroe County	\$20,069.93	To help purchase a truck with lift gate for the ReStore Facility.
Monroe County CASA, Inc.	\$8,066.76	To pay for rent, salary, and volunteer training for the Court Appointed Special Advocates program.
New Leaf - New Life Inc.	\$14,577.96	To pay for salaries, benefits, and supplies for all New Leaf/New Life programs.
Boys and Girls Clubs of Bloomington	\$14,257.14	To help pay for salary and benefits for Unit Director at Crestmont site.
The Villages of Indiana, Monroe County Healthy Families	\$1,754.82	To pay for curriculum materials for the Healthy Families program.
First United Church	\$2,257.14	To pay for furniture, equipment, and supplies for PARTNERS program.
My Sister's Closet	\$1,781.88	To pay rent and purchase boxes for storage facility.
Harmony Education Center	\$5,873.03	To pay for installing a water line to and improving a greenhouse, and constructing a tool shed at Harmony Education Center.
Girls Inc. of Monroe County	\$2,930.71	To pay for training staff working at Girls Inc.
Citizen Advocacy of South-Central Indiana, Inc	\$5,717.71	To pay salaries and benefits for CASCI Coordinator.
TOTAL	\$180,000	



***Funding Agreements.*** Along with recommending these allocations, the *Resolution* also approves the *Funding Agreement* between each grantee and the City. These *Agreements* are designed to ensure that the money is used for the intended purpose. Each *Agreement* states the amount and purpose of the grant as well as the manner and schedule for the agency to follow in order to receive funds. They also acknowledge that grantees are subject to the Living Wage requirements and that grantees receiving more than \$10,000 must comply with the City's Affirmative Action program.

The HAND department will implement the *Agreements* and release the funds on a reimbursement/claims basis similar to other funds it oversees (such as the City's Community Development Block Grants). The *Agreements* give each agency a date by which to submit its claims, but allows Lisa Abbott, Director of HAND, to extend that deadline if the agency submits a request in writing at least two weeks before that date providing good cause for an extension. In those cases, Lisa may extend the deadline and may also encumber the money for use into 2009, up until the first claim date in April.

Under the *Agreement*, agencies will be required to follow customary accounting procedures when keeping track of the grant and must allow the City to inspect their records; records must be kept for at least three years from the date of the *Resolution*. The *Agreement* also makes it clear that the City is not liable to 3<sup>rd</sup> parties due to the agency's handling of the funds. Lastly, the City may terminate the *Agreement* if it does not have the funds (and, in that event, must promptly notify the affected agencies) and may require the refunding of monies if they are not used as agreed or in accordance with the law.

**Chairperson Interprets the *Funding Agreement*.** This *Resolution* authorizes the Chair of the Committee to resolve any questions that may arise concerning the interpretation of the *Funding Agreements*. Please note that the Committee has also given the Chair the duty of appointing one of two Committee members who do not serve on the Council but do serve on other City entities.

**Approval of Report of this Standing Committee.** The Jack Hopkins Social Services Funding Committee, as a Standing Committee of the Council, must file a *Report* of its activities to the full Council. This summary and the accompanying background material constitute the *Report*.

**Background Material (attached to the *Report* and included in the Council's weekly *Legislative Packet*) :**

- history of grants since the program began in 1993;
- solicitation letter;
- policy statement;
- final ratings and recommendations;
- summaries of all applications;
- *Funding Agreement* template;
- *Funding Agreement* table showing agency-specific information in each *Agreement*; and
- *Memoranda* of meetings

Please note that all remaining material is available in the Council Office.

**Item Two – Res 09-10 – Authorizing Execution of an Interlocal Cooperation Agreement with the County Regarding Disbursal of a Justice Assistance Grant**

**Res 09-10** authorizes the execution of an Interlocal Cooperation Agreement with the County regarding the disbursal of grant funds. The City and the County have jointly applied for \$209,379 under the Recovery Act: Justice Assistance Grant (JAG) Program and were required to enter into a “Memorandum of Understanding” in order to receive funds.

Agreement

This Agreement serves that purpose, the salient features of which include an understanding that:

- the City will forward \$37,038 of the JAG funds to the County;
- the County will spend that money to purchase two vehicles and submit reports in time for the City to meet quarterly reporting requirements;
- each party will communicate and cooperate with each other to ensure the purposes of the Agreement are achieved and that each party is responsible for their own actions in providing services under this grant; and
- each party will make good faith efforts to obtain all necessary funds and comply with all provisions of this Agreement; and
- performance of the duties in the Agreement are conditioned on the receipt of sufficient JAG funds.

## Grant

The grant would be split in the following way and used for the following purposes:

The City expects to receive \$172,341 to:

- Purchase and provide Mobile Data Terminals (MDTs - computers) for 21 police cars, 3 motorcycles, and 2 officers (who will have handheld units for downtown patrols). This includes paying for power supplies, radio modems, software licenses and the installation of this equipment. Please note that 18 motor vehicles already have out-of-date MDTs that will be replaced and that 3 vehicles will have MDTs installed for the first time. Two of these will be designated as “canine” units and one will be designated as a Mobile Command Unit, which can be used as part of a “multi-jurisdictional Emergency Response Team”; and
- Purchase an Automatic Vehicle Locator (AVL) system and MapTrack software which tracks these MDTs and allows fellow officers and the dispatcher to locate all units. Among other benefits, this system will save fuel by allowing the dispatcher to assign a call to the closest vehicle. Please note that two servers will be purchased to mesh this software with other software in the department and “bring the system in line with current industry standards (and offer) more functionality.”

The County expects to receive \$37,038 for:

- Two 2010 Ford Fusions equipped with police radios, lighting, and other features needed for a fully functioning police vehicle.

### **Legislation for First Readings at the Regular Session on June 17<sup>th</sup>**

#### **Item One – App Ord 09-04 – Transferring \$250,000 from the General Fund to the Risk Management Fund and Also Appropriating that Money for Workers’ Compensation Expenses**

**App Ord 09-04** appropriates \$250,000 from the General Fund to the Risk Management Fund and also simultaneously appropriates that amount from the Risk Management Fund to pay for additional Workers’ Compensation expenses. The memo from Daniel Grundmann, Director of Employee Services, indicates that “the request ... is driven largely by” claims incurred in 2008, but paid in 2009.

Last year, as you may recall, Grundmann mentioned the inherent “volatility” associated with Workers’ Compensation claims, where a few incidents typically

account for most of the expenditures over the course of the year. As of mid-October of 2008, he noted that six incidents accounted for about half of the total value of claims for our workforce of 700 regular employees and 300 seasonal, part-time employees for that year.

Grundmann says that the City continues to work with employees to reduce accident rates through its Risk Management Division and has used a third-party administrator for a significant overall savings compared to our self-administration of this program. The City realizes these savings because the discount the third-party administrator negotiates with medical providers saves the City more money than the cost of their service.

The Risk Management Fund Balance Sheet provided by Mike Trexler indicates an ending balance of about \$33,000 for this year. Please note that this fund covers Workers Compensation claims and administration, property and casualty insurance premiums and deductibles, and safety training.

**Item Two – App Ord 09-05 – Appropriating \$500,000 from the Telecommunications Non-Reverting Fund to Purchase Enterprise Resource Planning System software for the City**

**App Ord 09-05** appropriates \$500,000 from the Telecommunications Non-Reverting Fund to purchase new Enterprise Resource Planning (ERP) software for the entire City. As the memo from Rick Dietz, Director of Information and Technology Services (ITS), explains, this money will allow the City to replace the Oracle Financials system and the custom-built, CUBS system used for Utility billing, with a more accessible system better suited to municipalities.

The City has used Oracle for about a dozen years and pays about \$90,000 a year in Oracle-related expenses, including licensing, maintenance, 3<sup>rd</sup> party consulting fees and ITS support. As the memo says, it is “an incredibly powerful system” that is “relatively costly and not a good fit for (the City’s) relatively small operational scale.” When compared to alternative systems targeted to municipal government, Oracle costs more and is more difficult to use. The difficulty in use alone has resulted in lost productivity, because potential users work-around Oracle in ways that duplicate efforts across the board. The difficulty in use and higher costs together have led the City to delay the purchase of Human Resource and Grant Management capabilities, which are a built-in part of alternative systems or available as an add-on at more reasonable prices. Although hard to quantify, the memo asserts that the costs associated with these lost opportunities and duplications may exceed the hard costs noted above.

With that in mind, a team of employees from ITS, Employee Services, the Controller's Office and Utilities have looked at three "unified ERP suites targeting mid-sized municipal government market." They have concluded that not only will the hard costs of the new system alone pay for itself in five years, but it also will:

- "(B)etter fit our needs as an enterprise;"
- "Be easier for staff to use;"
- Add missing Human Resource and Grant Management capabilities;
- Provide digital document management that will make it easier to retrieve information, reduce the cost of storing paper, and provide a "greener" work place; and
- "(F)ree up staff for other priorities."

This ordinance appropriates \$500,000 out of the Telecommunications Non-Reverting Fund this year with the goal of having the system in place in 2010. Half of the cost will be borne by the Utilities Department, which will reimburse the Fund over a period of years as determined by the final price of the system. Mike Trexler has provided a balance sheet showing a "budgeted balance" of \$1.2 million for 2009.

Please note that the Telecommunications Non-Reverting Fund receives most of its revenues from Cable Franchise Fees (over \$700,000 in 2008), which is then deposited in the Telecommunications Services Account (60%) and the Telecommunications Infrastructure Account (40%) (See BMC 2. 26.050). The Telecommunications Services Account is primarily used to pay for coverage of City meetings by CATS. But both accounts are available for "audio-visual and information technology" purposes. The Telecommunications Infrastructure Account may also be used for expenses related to the City's "telecommunications infrastructure." Mike Trexler tells me that the appropriation ordinance will allow him to take money from one or both accounts as long as consistent with their stated purpose.

**Happy Belated Birthday Dave Rollo (June 11)!**

**NOTICE AND AGENDA  
BLOOMINGTON COMMON COUNCIL REGULAR SESSION  
7:30 P.M., WEDNESDAY, JUNE 17, 2009  
COUNCIL CHAMBERS  
SHOWERS BUILDING, 401 N. MORTON ST.**

**I. ROLL CALL**

**II. AGENDA SUMMATION**

**III. APPROVAL OF MINUTES FOR:** June 3, 2009 (Regular Session)

**IV. REPORTS FROM:**

**1. Councilmembers**

**2. The Mayor and City Offices**

• **Annual Tax Abatement Report**

*(Motion to defer until after Second Readings anticipated.)*

**3. Council Committees**

**4. Public**

**V. APPOINTMENTS TO BOARDS AND COMMISSIONS**

**VI. LEGISLATION FOR SECOND READING AND RESOLUTIONS**

1. Resolution 09-13 Authorizing the Allocation of the Jack Hopkins Social Services Program Funds for the Year 2009 and Other Related Matters

Committee Recommendation: N/A

2. Resolution 09-10 To Approve the Interlocal Agreement Between the City of Bloomington and Monroe County, Indiana in Regard to the Recovery Act: Justice Assistance Grant (JAG) Program

Committee Recommendation: N/A

**VII. LEGISLATION FOR FIRST READING**

1. Appropriation Ordinance 09-04 To Specially Appropriate from the General Fund and Risk Management Fund Expenditures Not Otherwise Appropriated (Appropriating Funds for Worker's Compensation Expenses)

2. Appropriation Ordinance 09-05 To Specially Appropriate from the Telecom Non-Reverting Fund Expenditures Not Otherwise Appropriated (Appropriating Funds to Purchase an Enterprise Planning System for the City)

**VIII. PRIVILEGE OF THE FLOOR** (This section of the agenda will be limited to 25 minutes maximum, with each speaker limited to 5 minutes)

**IX. ADJOURNMENT**



**City of Bloomington  
Office of the Common Council**

To: Council Members  
From: Council Office  
Re: Calendar for the Week of June 15-20, 2009

**Monday, June 15, 2009**

9:00 am Mitigation Plan Committee - Emergency Management, McCloskey  
12:00 pm Bloomington Entertainment and Arts District Advisory Meeting, McCloskey  
4:00 pm Council for Community Accessibility, McCloskey  
5:30 pm Bicycle and Pedestrian Safety Commission, Hooker Room  
5:30 pm Plan Commission Special Hearing UDO, Council Chambers

**Tuesday, June 16, 2009**

8:00 am Monroe County Emergency Management, McCloskey  
4:00 pm Bloomington Community Farmers' Market, Madison St, Between 6<sup>th</sup> & 7<sup>th</sup> St  
4:00 pm Board of Public Safety, McCloskey  
4:00 pm Community and Family Resources Commission, Hooker Room  
4:00 pm Board of Park Commissioners, Council Chambers  
5:30 pm Animal Control Commission, McCloskey

**Wednesday, June 17, 2009**

9:30 am Tree Commission, Crestmont Park Shelter House, 16<sup>th</sup> and Monroe  
5:00 pm Redevelopment Commission, Hooker Room  
5:30 pm Bloomington Community Arts Commission, McCloskey  
7:00 pm Council of Neighborhood Associations, Hooker Room  
7:30 pm Common Council Regular Session, Council Chambers

**Thursday, June 18, 2009**

8:00 am Bloomington Housing Authority Board of Commissioners, Housing Authority, 1007 N Summit, Community Room  
2:00 pm Housing Trust Fund, McCloskey  
3:30 pm Bloomington Municipal Facilities Corporation, Hooker Room  
5:30 pm Board of Zoning Appeals, Council Chambers  
5:30 pm Man Up! Male Advocacy Consortium, Kelly  
6:00 pm Homebuyer's Club, Hooker Room  
7:00 pm Environmental Commission, McCloskey

**Friday, June 19, 2009**

11:00 am Common Council Internal Work Session, Council Chambers  
12:00 pm Domestic Violence Task Force, McCloskey

**Saturday, June 20, 2009**

8:00 am Bloomington Community Farmers' Market, Showers Common, 401 N. Morton

*Posted and Distributed: Friday, June 12, 2009*



## **Memorandum**

**To:** City of Bloomington Common Council  
**CC:** Regina Moore, Dan Sherman, Margie Rice  
Economic Development Commission  
**From:** Danise Alano, Director  
**Date:** June 10, 2009  
**Re:** 2008 Tax Abatement Activity Summary

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Attached please find the 2008 Activity Summary of Tax Abatements for your acceptance. The Economic Development Commission accepted the report in their meeting on June 5, 2009 and recommended it be forwarded to the City of Bloomington Common Council.

The summary is intended to provide a comprehensive description of the Council's abatement portfolio, relative to new real estate development, historic rehabilitation projects, affordable housing and job creation.

Each year, property owners receiving a tax abatement must file a Compliance with Statement of Benefits (CF-1) with the City Clerk (as well as the County Auditor). The CF-1 provides an update of the status of the abated project (whether real estate property or personal property, or both) and allows the Common Council to review the actual resulting investments/improvements to the property to the value of the investments/improvements estimated on the original Statement of Benefits Form (SB-1). If the project included new job creation on the original Statement of Benefits Form then the property owner may also list job creation and salary information.

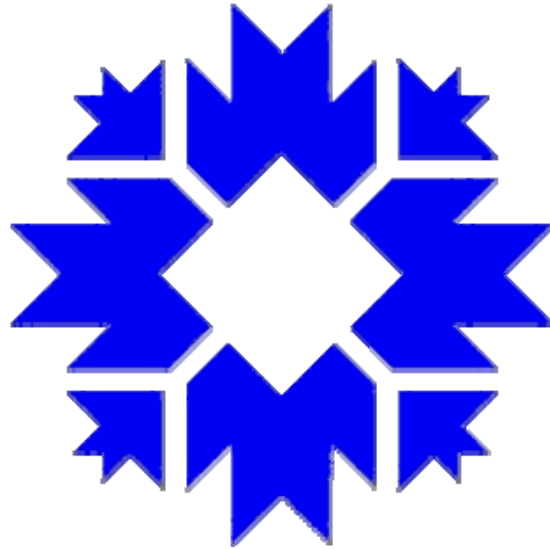
The CF-1 provides a only a snapshot of the project and its abatement criteria and is therefore limited in that it does not necessarily show real growth or fluctuations in activity throughout a year or from year to year. In addition, you will note that some CF-1 forms were not received at the time of submission of this report. I hope to receive those CF-1s by the time of my presentation of this report to you – June 17, 2009.

In the meantime, please do not hesitate to contact me with questions.



# Tax Abatement Program

## *Activity Summary*

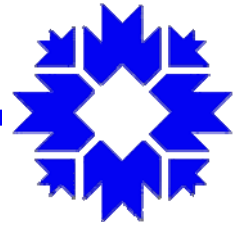


*Report to*  
**The City of Bloomington Common Council**  
*June 17, 2009*



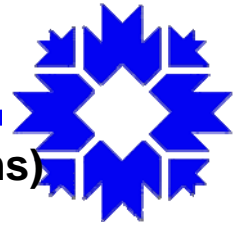
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**Madison Park Homeowners Association (Madison Park Condominiums)**  
***401-413 S. Madison; 351-365 S. Madison; 332-348 S. Madison***  
**Resolution: 91-18**

Statement of Benefits

**Type:** Real Estate Improvements

**Length of Abatement:** 10 years

**Estimated New Investment:** \$1,800,000

**Estimated New Employment:** NA

**Estimated New Salaries:** NA

**Benefits:** Construction of 16 two-bedroom garden and 16 two-bedroom town house condominiums

\*Some of these units are expired and some are still under the abatement.

Compliance

**Summary:** The project is complete as of 11/30/1999 and all units are occupied.

**Actual New Investment:** \$1,431,124

**Actual New Employment:** NA

**Actual New Salaries:** NA

**Remarks:** Although approved in 1991 for a 10-yr abatement, one building in this project is still within the abatement term because construction was divided into three phases over a period of eight years. The property owner is in substantial compliance with the Statement of Benefits.

This abatement is in year 8 of 10.



**Madison Park Condominiums  
Market-Rate, Owner-Occupied**





**David Ferguson**

***Cantol Wax Building, 211 N. Washington St.***

**Resolution: 91-31**

Statement of Benefits

**Type:** Real Estate Improvements

**Length of Abatement:** 10 years

**Estimated New Investment:** \$141,000

**Estimated New Salaries:** NA

**Benefits:** Renovation of historic warehouse into five apartments.

Compliance

**Summary:** The project is complete and occupied.

**Actual New Investment:** \$362,354

**Actual New Employment:** NA

**Actual New Salaries:** NA

**Remarks:** The property owner is in substantial compliance with the Statement of Benefits.

This abatement is in year 9 of 10

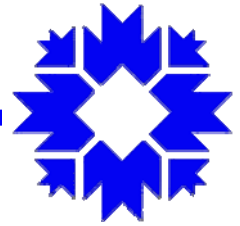






## Cantol Wax Building – Historic Renovation





**CFC, Inc. – Showers Plaza**

**320 W. 8<sup>th</sup> St**

**Resolution: 94-17**

Statement of Benefits

**Type:** Real Estate Improvements

**Length of Abatement:** 10 years

**Estimated New Investment:** \$11,901,422

**Estimated New Employment:** 41 (temp)

**Estimated New Salaries:** \$833,000

**Benefits:** Redevelopment of historic Showers Building into retail and office space for lease.

Compliance

**Summary:** The project is complete and most units are occupied.

**Actual New Investment:** \$7,547,037  
(cost for CFC portion of Showers Plaza)

**Actual New Employment:** 1 FTE.  
75 employees shared between several CFC properties.

**Actual New Salaries:** \$25,000/1FTE  
\$37,100 (avg.) for the 75 EEs

**Remarks:** The owner is in substantial compliance with the Statement of Benefits.

The abatement is in year 8 of 10.





**East Third Street Properties, Inc.**  
**1239, 1249, 1251 Miller Dr. & 1721, 1725, 1731 Highland Ave.**  
**Resolution: 95-03**

Statement of Benefits

**Type:** Real Estate Improvements

**Length of Abatement:** 10 years

**Estimated New Investment:** \$450,000

**Estimated New Employment:** NA

**Estimated New Salaries:** NA

**Benefits:** Construction of six three-bedroom affordable houses.

Compliance

**Summary:** The project is complete and all of the units are occupied by income-eligible renters. HAND verified compliance

**Actual New Investment:** \$450,000

**Actual New Employment:** NA

**Actual New Salaries:** NA

**Remarks:** The property owner is in substantial compliance with the Statement of Benefits.

This abatement is between 7 of 10 and 10 of 10 due to completion dates.



**East Third Street Properties, Inc.  
Affordable Rental Homes**







**East Third Street Properties, Inc.  
Affordable Rental Homes**





**East Third Street Properties, Inc.  
Affordable Rental Homes**







**East Third Street Properties, Inc.  
Affordable Rental Homes**







**East Third Street Properties, Inc.  
Affordable Rental Homes**





**East Third Street Properties, Inc.  
Affordable Rental Homes**







**Habitat for Humanity**  
**410, 412, 414 N. Hay Street**  
**Resolution 95-12**

Statement of Benefits

**Type:** Real Estate Improvements

**Length of Abatement:** 10 years

**Estimated New Investment:** \$87,000

**Estimated New Employment:** NA

**Estimated New Salaries:** NA

**Benefits:** Construction of three 1,200 square foot 3-bedroom homes to be sold to low-income families.

Compliance

**Summary:** The project is complete and all homes were sold to low-income families. HAND verified compliance.

**Actual New Investment:** \$105,000

**Actual New Employment:** NA

**Actual New Salaries:** NA

**Remarks:** The property owner is in substantial compliance with the Statement of Benefits.

This abatement is in year 7 of 10





**CFC, Inc. – Bicycle Apartments**  
**200-216 S. Madison St.**  
**Resolution: 95-30**

Statement of Benefits

**Type:** Real Estate Improvements  
**Length of Abatement:** 10 years

**Estimated New Investment:** \$1,195,000  
**Estimated New Employment:** 40

**Estimated New Salaries:** \$576,000  
**Benefits:** Construction of five buildings containing a total 66 efficiency and 12 one-bedroom apartments. Two of the buildings are affordable housing only and have a total of 48 efficiency units. Four units are handicapped accessible. Automotive vehicles are prohibited.

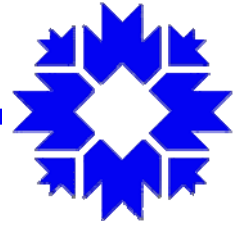
Compliance

**Summary:** The project is complete and most units are occupied. HAND verified affordability compliance.

**Actual New Investment:** \$1,400,191  
**Actual New Employment:** 75  
employees are shared between CFC properties

**Actual New Salaries:** \$37,100 (avg.)  
**Remarks:** The owner is in substantial compliance with the Statement of Benefits.

This abatement is in year 8 of 10



**Bicycle Apartments**  
**Affordable and Market-Rate Apartments**





**CFC, Inc.**

**417 and 421 W. 6<sup>th</sup> St. (Max Fulk/East House)**

**Resolution: 98-10**

Statement of Benefits

**Type:** Real Estate Improvements

**Length of Abatement:** 10 years

**Estimated New Investment:** \$971,692

**Estimated New Employment:** 40 temp

**Estimated New Salaries:** \$485,846

**Benefits:** Restoration of the historic East House and demolition/conversion of Fulk warehouse into a brick two-story, mixed-use building. There are five residential market-rate units at 421 W. 6<sup>th</sup>.

Compliance

**Summary:** The project (a mix of commercial, and market-rate residential) is complete. 21% (648 sq ft) of the commercial space is available for lease as of this report. The residential space is 100% occupied.

**Actual New Investment:** \$1,134,072

**Actual New Employment:** 1 FTE (combined) for landscaping, admin, leasing. Also 75 employees shared between several CFC properties.

**Actual New Salaries:** \$31,000/1FTE \$37,100 (avg.) for each of 75 EEs

**Remarks:** The owner is in substantial compliance with the Statement of Benefits.

This abatement is in year 10 of 10





**Max Fulk/East House  
Historic Renovation**





**Hopewell Renewal (various owners)**  
**1400-block W. 6<sup>th</sup> Street**  
**Resolution: 96-14**

Statement of Benefits

**Type:** Real Estate Improvements

**Length of Abatement:** 10 years

**Estimated New Investment:** \$1,145,000

**Estimated New Employment:** NA

**Estimated New Salaries:** NA

**Benefits:** Construction of 2 apartment buildings - one to serve people with HIV/AIDS and one to serve people with emotional disabilities; and construction of 12 two-story attached town homes (6 structures) for first-time homebuyers.

Compliance

**Summary:** The project is partially complete. The two apartment buildings are currently occupied as intended, and four town homes are occupied by first-time homebuyers.

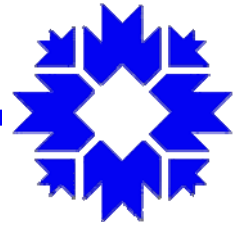
**Actual New Investment:** Unknown

**Actual New Employment:** NA

**Actual New Salaries:** NA

**Remarks:** The homeowners are receiving a tax abatement. In previous years, the built portion of the site was used as intended.

This abatement is between 7 of 10 and 10 of 10 due to completion dates.\*\*



**Hopewell Renewal  
Affordable Owner-Occupied Housing**







**Hopewell Renewal**  
**Affordable Owner-Occupied Housing (2006 photo)**





**Hopewell Renewal**  
**Affordable Owner-Occupied Housing (June 2009 photos)**







**Morton Street Properties**

**555 North Morton Street (formerly Hirons Investments, LLC)**

**Resolution: 99-13**

Statement of Benefits

**Type:** Real Estate Improvements

**Length of Abatement:** 10 years

**Estimated New Investment:** \$2,700,000

**Estimated New Employment:** 30

**Estimated New Salaries:** NA

**Benefits:** Renovation of historic former Showers Showroom, including an 8,000 sq ft addition, for the new location of the advertising and public relations agency.

Compliance

**Summary:** The project is complete.

**\*Actual New Investment:** \$3,900,000

**\*Actual New Employment:** 56

**\*Actual New Salaries:** \$1,419,292

**Remarks:** Morton Street Properties purchased the building in 2008. Solution Tree (the new owner), Hirons, and CallNet all occupy the space.

The owner is in substantial compliance with the Statement of Benefits.

This abatement is in year 5 of 10





**Morton Street Properties** (formerly owned by Hiron Investments LLC)  
**Historic Renovation**





**Ferguson, Seeber and Cassady**  
**114-116 N. Walnut Street (KP Building)**  
**Resolution: 99-20**

Statement of Benefits

**Type:** Real Estate Improvements

**Length of Abatement:** 10 years

**Estimated New Investment:** \$500,000

**Estimated New Employment:** NA

**Estimated New Salaries:** NA

**Benefits:** Renovation of the historic downtown fraternal lodge building into ten apartments.

Compliance

**Summary:** The project is complete. The renovation of the building is complete and occupied.

**Actual New Investment:** \$500,000

**Actual New Employment:** NA

**Actual New Salaries:** NA

**Remarks:** The property owner is in substantial compliance with the Statement of Benefits.

This abatement is in year 8 of 10





**KP Building**  
**Mixed Use, Historic Renovation**





**Landmark Medical, LLC**  
**550 Landmark Avenue (Landmark Business Center)**  
**Resolution: 99-27**

Statement of Benefits

**Type:** Real Estate Improvements  
**Length of Abatement:** 10 years

**Estimated New Investment:** \$9,231,231  
**Estimated New Employment:** 121  
**Estimated New Salaries:** \$6,900,000

**Benefits:** Construction of new outpatient facility for IMA and SIRA. Provision of \$900,000 in uncompensated health care, indigent medication program, high school physicals, and community involvement.

Compliance

**Summary:** The project is complete. In 2008, the Center provided \$2,505,707 in uncompensated health care; \$6,730 in staffing support for indigent health care; \$176,400 in donated services to high schools; and \$152,208 in donated services to incoming IU athletes. In addition, IMA physicians and nurse practitioners have volunteered 613 hours in providing support to VIM.

**Actual New Investment:** \$12,000,000  
**Actual New Employment:** 122  
**Actual New Salaries:** \$11,047,157  
**Remarks:** The owner is in substantial compliance with the Statement of Benefits.

This abatement is in year 7 of 10



**Landmark Business Center  
Internal Medicine Associates**





**Rono Corp/RC One LP**  
**901 S. Rogers St.**  
**Resolution: 99-28 & 99-29**

Statement of Benefits

**Type:** Real Estate Improvements  
**Length of Abatement:** 10 years

**Estimated New Investment:** \$600,000  
**Estimated New Employment:** 10-14  
**Estimated New Salaries:** NA  
**Benefits:** Renovation of two-story mixed use building with basement into retail and office on the ground and basement floors, and three single-family rental units on the second floor.

Compliance

**Summary:** The project is complete as of September 2000.

**Actual New Investment:** \$508,468  
**Actual New Employment:** 16  
**Actual New Salaries:** NA  
**Remarks:** The owner is in substantial compliance with the Statement of Benefits.

This abatement is in year 7 of 10





**Rono Corp. / RC One LP  
Mixed Use**







**Metropolitan Printing Service**

**720 S. Morton Street**

**Resolution: 99-31**

Statement of Benefits

**Type:** Real Estate Improvements & New Manufacturing and Equipment

**Length of Abatement:** 10 years

**Estimated New Investment:** \$225,000 RE  
\$2,250,000 PP (Total = \$2,475,000)

**Estimated New Employment:** 6-8

**Estimated New Salaries:** \$137,280

**Benefits:** Improvements to facilitate expansion and growth of printing company.

Compliance

**Summary:** The project is complete. The company has struggled in recent years and has lost employment. They do not expect to meet their estimated employment goals during the term of the abatement.

**Actual New Investment:** \$125,000 RE  
\$2,522,686 PP (Total = \$2,647,686)

**Actual New Employment:** 0 new jobs created. Total employment at time of approval was 55, current employment is 30.

**Actual New Salaries:** \$0

**Remarks:** Actual investment has exceeded estimates. Additional employees have not been hired. The property owner is making a good faith effort to meet the abatement estimates and is in substantial compliance with the Statement of Benefits.

This abatement is in year 7 of 10



## Metropolitan Printing Service





**Printpack, Inc.**  
**303 N. Curry Pike**  
**Resolution: 99-35**  
*(Amended 97-07 & 93-19)*

Statement of Benefits

**Type:** Real Estate Improvements & New Manufacturing Equipment  
**Length of Abatement:** 10 years

**Estimated New Investment:**

RE \$750,000  
PP \$3,820,000

**Estimated New Employment:** 22

**Estimated New Salaries:** N/A

**Benefits:** Creation of jobs as part of business expansion.

Compliance

**Summary:** The project is complete.

**Actual New Investment:**

RE \$711,000  
PP \$4,059,000

**Actual New Employment:** 33

**Actual New Salaries:** \$1,493,849

**Remarks:** The property owner is in substantial compliance with the Statement of Benefits.



## Printpack, Inc.





**B & L Sheet Metal & Roofing**

*1301 N. Monroe Street*

Resolution: 99-41

Statement of Benefits

**Type:** Real Estate Improvements,  
Equipment

**Length of Abatement:** 10 years

**Estimated New Investment:**

RE \$220,000

PP \$183,000

**Estimated New Employment:** 10

**Estimated New Salaries:** \$250,000

**Benefits:** Purchase and renovation of vacant building for expansion of B&L and purchase of new equipment for sheet metal fabrication.

Compliance

**Summary:** The project is complete and actual investment and hiring continues to exceed estimates.

**Actual New Investment:**

RE \$220,000

PP \$228,520

**Actual New Employment:** 32

**Actual New Salaries:** \$1,113,359

**Remarks:** The property owner is in substantial compliance with the Statement of Benefits.

This abatement is in year 5 of 10





## B & L Sheet Metal & Roofing





**Mary & Daniel P. Friedman**  
**252 N. Walnut Street (Omega Building)**  
**Resolution: 00-07**

Statement of Benefits

**Type:** Real Estate Improvements  
**Length of Abatement:** 10 years

**Estimated New Investment:** \$2,100,000  
**Estimated New Employment:** 1 FT  
**Estimated New Salaries:** \$10,000

**Benefits:** Construction of four-story mixed-use building on downtown vacant lot. Building contains 13 apartments and two commercial spaces.

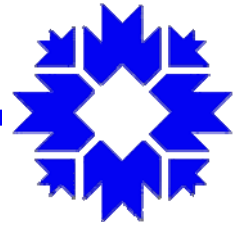
Compliance

**Summary:** The project is complete and both the commercial and residential portions are occupied.

**Actual New Investment:** \$2,100,000  
**Actual New Employment:** 4FT, 2 PT  
**Actual New Salaries:** FT: \$205,000;  
PT: \$10/hr

**Remarks:** The owner is in substantial compliance with the Statement of Benefits.

This abatement is in year 8 of 10



**Omega Building**  
**Mixed Use, Market-Rate Apartments**







**Lockerbie Court Condominiums, LLC**

***500 N. Walnut Street***

**Resolution: 01-02**

Statement of Benefits

**Type:** Real Estate Improvements

**Length of Abatement:** 10 years

**Estimated New Investment:** \$2,700,000

**Estimated New Employment:** 1

**Estimated New Salaries:** \$10,000

**Benefits:** New downtown construction of a 4-story brick and limestone residential building with 17 condominiums and parking on the ground floor.

Compliance

**Summary:** The project is complete and the building is occupied.

**\*Actual New Investment:** \$4,400,000

**\*Actual New Employment:** NA

**\*Actual New Salaries:** NA

**Remarks:** The owner is in substantial compliance with the Statement of Benefits.

This abatement is in year 7 of 10.



**Lockerbie Court Condominiums, LLC**  
**Market-Rate, Condominium Units**





**All Natural Properties, Inc.**

**1403, 1405 W. 6<sup>th</sup> Street**

**Resolution: 01-06**

Statement of Benefits

**Type:** Real Estate Improvements

**Length of Abatement:** 10 years

**Estimated New Investment:** \$140,000

**Estimated New Employment:** NA

**Estimated New Salaries:** NA

**Benefits:** Construction of two downtown 3-bedroom, 2-bath, affordable housing units that are set aside for low-to-moderate income renters for 20 years.

Compliance

**Summary:** The project is complete and both units are occupied by low-income renters. HAND verified compliance.

**Actual New Investment:** \$176,000

**Actual New Employment:** NA

**Actual New Salaries:** NA

**Remarks:** The owner is in substantial compliance with the Statement of Benefits.

This abatement is in year 5 of 10



**All Natural Properties, Inc.  
Affordable Rental Homes**







**Renaissance Rentals, LLC**

*3068 – 3090 Covenanter Drive*

**Resolution: 02-18**

Statement of Benefits

**Type:** Real Estate Improvements

**Length of Abatement:** 10 years

**Estimated New Investment:** \$520,322

**Estimated New Employment:** NA

**Estimated New Salaries:** NA

**Benefits:** Construction of 12-unit apartment building with 11 affordable, handicapped accessible unit.

Compliance

**Summary:** The project is complete and both units are occupied by low-income renters. HAND verified compliance.

**Actual New Investment:** \$641,500

**Actual New Employment:** NA

**Actual New Salaries:** NA

**Remarks:** The owner is in substantial compliance with the Statement of Benefits.

This abatement is in year 5 of 10



**Marlin Real Estate Holdings (MRHC,LLC)**  
**(Formerly Richland Development Group) 1600 Bloomfield Road**  
**Resolution: 02-22**

Statement of Benefits

**Type:** Real Estate Improvements  
**Length of Abatement:** 10 years

**Estimated New Investment:** \$3,350,000  
**Estimated New Employment:** 30  
**Estimated New Salaries:** \$11/hr (approx. \$686,400)  
**Benefits:** Construction of a 26,000 square foot corporate office building.



Compliance

**Summary:** The project is complete and all units are occupied.

**Actual New Investment:** \$3,350,000  
**Actual New Employment:** 7  
**Actual New Salaries:** \$35/hr (approx. \$509,600)  
11 of 30 retained at avg \$27/hr or \$686,400)

**Remarks:** The building is now occupied by ProLogic Redemption Solutions, a dental office, a real estate office and an accountant. ProLogic intends to grow its coupon redemption business in this location. Total annual payroll is approximately \$1,123,200.

This abatement is in year 4 of 10.





**Kirkwood & Madison, LLC (The Kirkwood)**

**314 W. 4<sup>th</sup> Street**

**Resolution: 03-02**

Statement of Benefits

**Type:** Real Estate Improvements

**Length of Abatement:** 10 years

**Estimated New Investment:** \$12,000,000

**Estimated New Employment:**

3 permanent, 130 temporary

**Estimated New Salaries:**

\$71,000 permanent,

\$6,000,000 temporary

**Benefits:** Construction of a 59-unit downtown residential apartment complex, with underground parking.

Compliance

**Summary:** The project is complete and all units are occupied.

**Actual New Investment:** \$15,100,000

**Actual New Employment:** 2.5 employees dedicated to the Kirkwood (also shares the other 72.5 CFC employees)

**Actual New Salaries:** \$103,000

**Remarks:** The property owner is in substantial compliance with the Statement of Benefits.

This abatement is in year 6 of 10



## The Kirkwood Market-Rate Apartments





**B & L Rentals, LLC**  
**612 & 614 W. Kirkwood**  
**Resolution: 03-21**

Statement of Benefits

**Type:** Real Estate Improvements  
**Length of Abatement:** 10 years

**Estimated New Investment:** \$155,000  
**Estimated New Employment:** 2  
**Estimated New Salaries:** \$40,000  
**Remarks:** Construction of a 2-story building with office on the first floor and a 2-bedroom apartment upstairs.  
Construction of a detached garage.  
The project is in the West Kirkwood ERA.

Compliance

**Summary:** The project is complete and all units are occupied.

**Actual New Investment:** \$155,000  
**Actual New Employment:** N/A  
**Actual New Salaries:** \$145,000  
**Remarks:** The property owner is in substantial compliance with the Statement of Benefits.

This abatement is in year 5 of 10



**B & L Rentals, LLC**  
**718, 720 & 722 W. Kirkwood**  
**Resolution: 03-22**

Statement of Benefits

**Type:** Real Estate Improvements  
**Length of Abatement:** 10 years  
  
**Estimated New Investment:** \$100,000  
**Estimated New Employment:** NA  
**Estimated New Salaries:** NA  
**Benefits:** Renovation of Queen Anne residential unit into three apartments in the West Kirkwood ERA.

Compliance

**Summary:** The project is complete.  
  
**Actual New Investment:** \$100,000  
**Actual New Employment:** NA  
**Actual New Salaries:** NA  
**Remarks:** The property owner is in substantial compliance with the Statement of Benefits.

This abatement is in year 4 of 10.





## B & L Rentals







**Richard Dean Groomer**

**1000 W. Kirkwood**

**Resolution: 03-27**

Statement of Benefits

**Type:** Real Estate Improvements

**Length of Abatement:** 10 years

**Estimated New Investment:** \$60,000

**Estimated New Employment:** 5

**Estimated New Salaries:** N/A

**Benefits:** Construction of a 2,100 square foot one-story building to be used as commercial space. The project is in the West Kirkwood ERA.

Compliance

**Summary:** The project is complete.

**Actual New Investment:** \$67,256

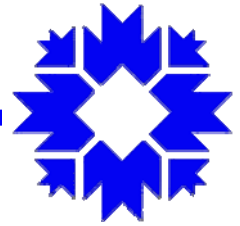
**Actual New Employment:** 5

**Actual New Salaries:** N/A

**Remarks:** The property owner is in substantial compliance with the Statement of Benefits.

This abatement is in year 5 of 10





**Bloomington Paint & Wallpaper**

**1150 S. Walnut Street**

**Resolution: 04-03**

Statement of Benefits

**Type:** Real Estate Improvements

**Length of Abatement:** 5 years

**Estimated New Investment:** \$1,010,000

**Estimated New Employment:** 2-4

**Estimated New Salaries:** \$10,000 - \$40,000

**Benefits:** New construction of mixed-use facility, 9,000 sq. ft. of retail on first floor and 7,000 square feet of apartments on second level. Exterior construction is brick and limestone.

Compliance

**Summary:** The project is complete and all units are occupied.

**Actual New Investment:** \$1,330,000

**Actual New Employment:** 1

**Actual New Salaries:** \$40,000  
(10 total employees, payroll of \$300,00)

**Remark:** The property owner is in substantial compliance with the Statement of Benefits.

This abatement is in year 4 of 5



**Bloomington Paint & Wallpaper  
Mixed Use, Market-Rate Apartments**





**Cook Pharmica**  
**1300 S. Patterson Dr.**  
**Resolution: 04-08**

Statement of Benefits

**Type:** Real Estate Improvements

**Length of Abatement:**

RE 10 years

PP 10 years

**Estimated New Investment:**

RE \$19,000,000

PP \$17,200,000

**Estimated New Employment:** 200

**Estimated New Salaries:** \$9,455,900  
by 2008

**Benefits:** Renovation of "Building 2" at the Indiana Enterprise Center. The 430,000 sq ft building was built in 1965. Renovation of exterior and 100,000 sq. ft. of interior for use by new company engaged in contract pharmaceutical manufacturing.

Compliance

**Summary:** Real estate improvements are complete. The estimates for equipment and new salaries have been reported for 2008.

**Actual New Investment:**

RE \$20,500,700

PP \$12,834,784

**Actual New Employment:** 244

**Actual New Salaries:** \$12,695,602

**Remark:** The property owner is in substantial compliance with the Statement of Benefits.

The RE abatement is in year 3 of 10.

The PP abatement is in year 2 of 10.



## Cook Pharmica







**Habitat for Humanity**  
**1010, 1018, 1026 W. 14th St.**  
**Resolution: 05-09**

Statement of Benefits

**Type:** Real Estate Improvements

**Length of Abatement:** 5 years

**Estimated New Investment:** \$174,000

**Estimated New Employment:** NA

**Estimated New Salaries:** NA

**Benefits:** Construction of three 1,200 square foot 3-bedroom homes to be sold to low-income families.



Compliance

**Summary:** The houses are complete and two are occupied. HAND verified affordability compliance.

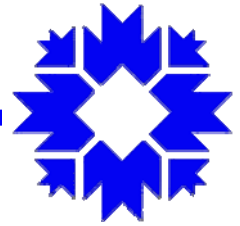
**Actual New Investment:** \$180,600

**Actual New Employment:** NA

**Actual New Salaries:** NA

**Remark:** The project is in substantial compliance.





**Rogers Property Management, LLP**  
**IMA East (2605 E. Creek's Edge Drive)**  
**Resolution: 06-02**

Statement of Benefits

**Type:** Real Estate Improvements  
**Length of Abatement:** 10 years

**Estimated New Investment:** \$4,021,250  
**Estimated New Employment:** 44  
**Estimated New Salaries:** NA  
**Benefits:** Construction of a new outpatient facility for IMA, including Radiology (MRI, CT scans) and Sleep Lab. The facility has been occupied and staff has been in place since October 15, 2007. The 8 IMA Physicians/Nurse Practitioners provided \$367,358 in uncompensated health care in the community during 2008.

Compliance

**Summary:** IMA has provided \$6,730 in staffing support for indigent health care; \$176,400 in donated services to high schools; and \$152,208 in donated services to incoming IU athletes. In addition, IMA physicians and nurse practitioners have volunteered 613 hours in providing support to VIM.

**Actual New Investment:** \$8,300,000  
**Actual New Employment:** 48 (8 Physicians/Nurse Practitioners and 54 support personnel (62 in total).  
**Actual New Salaries:** \$2,371,696  
**Remark:** The owner is in substantial compliance with the Statement of Benefits.

This abatement is in year 2 of 10.



**IMA East**  
**2605 East Creek's Edge Drive**  
**Resolution 06-02**





## Projects still in progress...

Res. 04-01

**Woolery Ventures, LLC** (2200 W. Tapp Road)

Res. 05-11

**City of Bloomington,  
Habitat for Humanity** (1034, 1042 W. 14<sup>th</sup> St.)

Res. 06-13

**City of Bloomington, Housing & Neighborhood  
Development, EverGreen Village**  
(2300 Rockport Road and 2101, 2105, 2109, 2112,  
2113, 2116, 2117, 2120, 2121, 2124, and 2125 Susie  
Street)

[www.bloomington.in.gov/evergreen](http://www.bloomington.in.gov/evergreen)



## CF-1's Not Received

Substantial compliance has not been determined for the projects listed below because CF-1's have not been received.

- **Madison Park Homeowners Association**
- **Hopewell Renewal**
- **Hirons Investments, LLC (now Morton Street Properties)**
- **Lockerbie Court Condominiums, LLC**





# Economic Impacts

Progress toward new jobs/salary estimates

Category	Proposed New Jobs	Actual New Jobs*	Proposed New Salaries	Actual New Salaries*
Commercial	465	575	17,228,200	23,497,582
Mixed-Use	17	21	60,000	390,000
<b>Totals</b>	<b>482</b>	<b>596</b>	<b>\$17,288,200</b>	<b>\$23,887,582</b>

\*Figures exclude temporary jobs and corresponding salaries from construction.

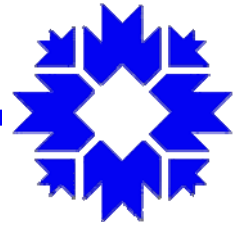
\*Actual new salaries also excludes unknown salary information from business leasing space in mixed-use developments or nonreported information.



# Economic Impacts

Progress toward new real and/or personal property investment estimates

<b>Category</b>	<b>Proposed New Investment</b>	<b>Actual New Investment</b>
Commercial	65,709,903	69,724,640
Mixed-Use	3,865,000	4,093,468
<b>Totals</b>	<b>\$69,574,903</b>	<b>\$73,818,108</b>



# Economic Impacts

## Total Real and/or Personal Property Investment

<b>Category</b>	<b>Actual New Investment</b>
Residential	25,739,597
Commercial	69,724,640
Mixed-Use	4,093,468
<b>Totals</b>	<b>\$99,557,705</b>



# Economic Impacts

Figures calculated from all active abatements\*

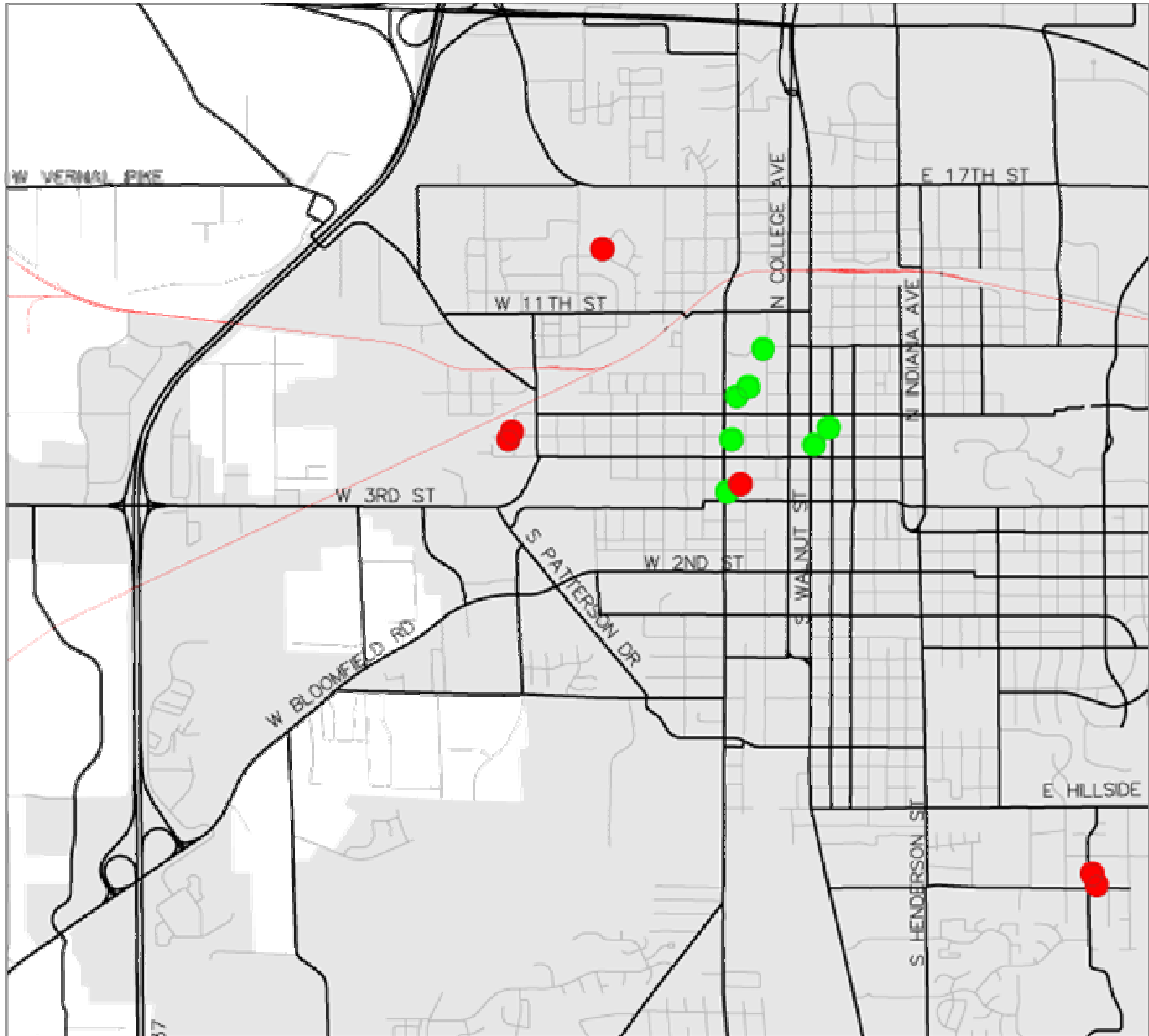
Category	Actual New Investment	Actual Retained Jobs	Actual New Jobs	Actual New Salaries**
Residential	25,739,597	0	28.5	114,000
Commercial	69,724,640	415	575	23,497,582
Mixed-Use	4,093,468	17	21	390,000
<b>Totals</b>	<b>\$99,557,705</b>	<b>432</b>	<b>624.5</b>	<b>\$24,001,582</b>

**Actual New Salary Avg: \$38,433**

**Salary Avg (from New and Retained Wages): \$48,078**

\*Excludes temporary jobs and corresponding salaries from construction.

\*\*Excludes unknown salary information from business leasing space in mixed-use or other developments.

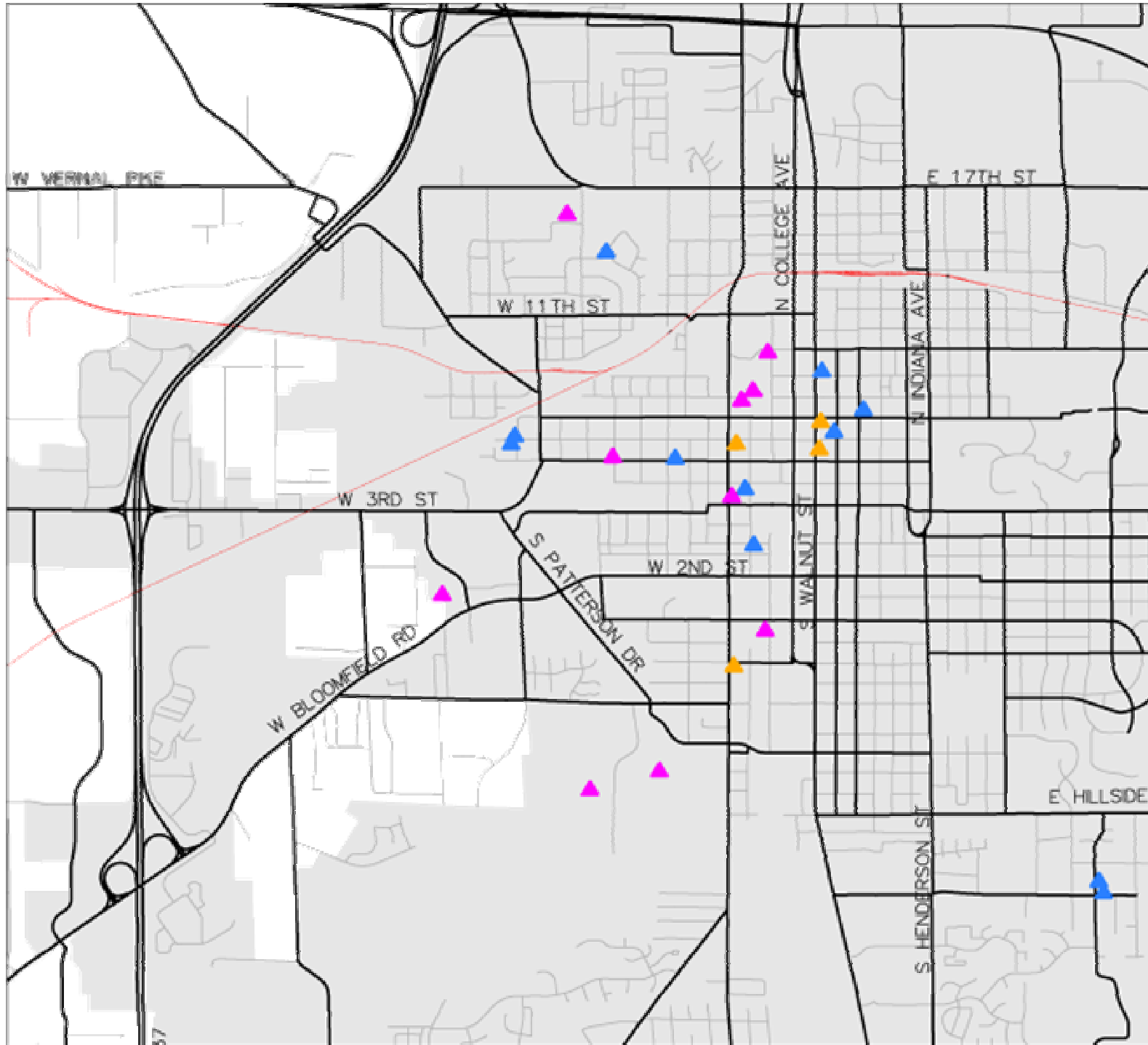


**Legend**

Abatement Project Type

- Historic
- Affordable





**Legend**

Abatement Project Type

- Residential
- Commercial
- Mixed Use



Thank You!

**RESOLUTION 09-10**

**TO APPROVE THE INTERLOCAL AGREEMENT  
BETWEEN THE CITY OF BLOOMINGTON AND  
MONROE COUNTY, INDIANA  
IN REGARD TO THE RECOVERY ACT:  
JUSTICE ASSISTANCE GRANT (JAG) PROGRAM AWARD**

WHEREAS, Indiana Code § 36-1-7-1 *et seq.* permits governmental entities to jointly exercise powers through Interlocal Cooperation Agreements; and

WHEREAS, the City of Bloomington and Monroe County, Indiana have sought funds under the Recovery Act: Justice Assistance Grant (JAG) Program and wish to enter into an agreement regarding the disbursement of these funds;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE COMMON COUNCIL OF THE CITY OF BLOOMINGTON, MONROE COUNTY, INDIANA, THAT:

Section 1. The Common Council hereby approves the Interlocal Agreement Between the City of Bloomington and Monroe County, Indiana in Regard to the Recovery Act: Justice Assistance Grant (JAG) Program Award and authorizes the Mayor of the City of Bloomington to execute the Agreement.

PASSED AND ADOPTED by the Common Council of the City of Bloomington, Monroe County, Indiana, upon this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
ANDY RUFF, President  
Bloomington Common Council

ATTEST:

\_\_\_\_\_  
REGINA MOORE, Clerk  
City of Bloomington

PRESENTED to me to the Mayor of the City of Bloomington, Monroe County, Indiana, upon this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
REGINA MOORE, Clerk  
City of Bloomington

SIGNED and APPROVED by me upon this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
MARK KRUZAN, Mayor  
City of Bloomington

**SYNOPSIS**

This resolution authorizes execution, by the Mayor, of an interlocal agreement Between the City of Bloomington and Monroe County, Indiana regarding the dispersal of an award under the Recovery Act: Justice Assistance Grant (JAG) Program.

## Memorandum

TO: Common Council  
CC: Danny Lopez, Communications Director  
FROM: Patty Mulvihill, Risk Attorney  
DATE: June 1, 2009  
RE: Interlocal Cooperation Agreement between the City of Bloomington and Monroe County in Regards to Recovery Act: JAG Program Award

---

### BACKGROUND

On February 17, 2007, President Obama signed into law the American Recovery and Reinvestment Act of 2009, which included nearly \$2 billion for state and local law enforcement and other criminal justice activities through the Justice Assistance Grant (JAG).

The City of Bloomington is eligible for \$172,000 through the JAG, and Monroe County is eligible for \$37,038.

### USE OF FUNDS

The City will use its funds for an upgrade of the existing Mobile Data Terminal system at the Bloomington Police Department (BPD). The upgrade will replace existing equipment in 18 police vehicles and fully equip three additional vehicles and three Motorcycle Units. Two handheld units will be used for non-traditional patrol methods in the proposed Downtown District. Also, the BPD will purchase the new software programs, Automatic Vehicle Locator and MapTrak, to improve dispatch of calls for service. Two computer servers will be required for the new software.

The County will use its funds to purchase two new 2010 Ford Fusion vehicles for the Monroe County Sheriff's Office. These vehicles will require police radios and emergency equipment so that they can be used as fully functioning patrol vehicles.

### INTERLOCAL COOPERATION AGREEMENT

Indiana Code Section 36-1-7-1 allows governmental entities to jointly exercise powers through Interlocal Cooperation Agreements ("Agreement").

In this case, the City and County applied jointly for these funds, with the City as the receiving entity. Through this agreement, the City agrees to pay the County \$37,038, its portion of the JAG, upon being receipt of the awards funds. The County will submit quarterly financial and programmatic data to the City 10 days prior to the established quarterly reporting deadline.

This Agreement is subject to the appropriation of sufficient funds from JAG. Both the City and County will make a good faith effort to obtain all necessary appropriations and comply with all provisions of this Agreement.

## Abstract

The Bloomington Police Department and Monroe County Sheriff's Office are disparate law enforcement agencies applying jointly for Recovery JAG Funds for specific objectives related to improved police services to the citizens of the City of Bloomington and of Monroe County, Indiana.

This project has been identified as the *2009 JAG Mobile Data Upgrade and Vehicle Replacement Project*.

Overall, this program seeks to upgrade an existing Mobile Data Terminal system for the Bloomington Police Department through the purchase of new laptop computers and related equipment. This upgrade will replace existing equipment in eighteen (18) police vehicles and fully equip three (3) additional vehicles and three (3) Motorcycle Units recently put into service. Two (2) handheld MDT units will be used for a proposed Downtown District where non-traditional patrol methods will be utilized. In addition to the equipment upgrade and replacement, a new software program known as Automatic Vehicle Locator (AVL) and MapTrak will be purchased to provide enhanced efficiency in the dispatching of calls for service. This software program automatically selects the police vehicle closest to the call being dispatched and will improve officer safety due to the ability to visually monitor the location of officers on patrol. Two (2) computer servers will allow for a change in operating systems from the two currently in use with the present MDT system. This change to one operating system will provide greater functionality and interface between Computer Aided Dispatch (CAD), the MDT system and the proposed AVL and Maptrak options. Further, this change will allow future expansion to take place for such things as other GIS options.

Another component of this program involves the purchase of two (2) new 2010 Ford Fusions for the Monroe County Sheriff's Office. These vehicles will also require the purchase of a police radio and related emergency equipment so that they may be put into service as fully-functioning patrol vehicles. Currently, the fleet of thirty (30) police units has an average of 117,000 with one vehicle having 196,800 miles. These vehicles will offer better reliability and provide additional officer safety for those officers providing police services within Monroe County, Indiana.



INTERLOCAL COOPERATION AGREEMENT  
BETWEEN  
THE CITY OF BLOOMINGTON AND  
MONROE COUNTY, INDIANA  
IN REGARDS TO RECOVERY ACT:  
JUSTICE ASSISTANCE GRANT PROGRAM AWARD

- WHEREAS, Indiana Code § 36-1-7-1 *et seq.* permits governmental entities jointly exercise powers through Interlocal Cooperation Agreements; and
- WHEREAS, each governmental entity, in performing their governmental functions or in paying for the performance of governmental functions hereunder, shall make that performance or those payments from current revenues legally available to that party; and
- WHEREAS, each governmental entity finds that the performance of this Interlocal Cooperation Agreement is in the best interests of both entities, that the undertaking will benefit the public, and that the division of costs fairly compensates the performing party for the services or functions under this Interlocal Cooperation Agreement; and
- WHEREAS, this Interlocal Cooperation Agreement reflects the commitments and understandings agreed to by the governmental entities in order to efficiently and effectively utilize proceeds received from the Recovery Act: Justice Assistance Grant (JAG).

NOW, THEREFORE, City of Bloomington and Monroe County, Indiana, hereby agree as follows:

Section 1. Payment

The City of Bloomington (hereinafter, "City") agrees to pay Monroe County, Indiana (hereinafter, "County"), a total of \$37,038.00 of funds received from the Recovery Act: Justice Assistance Grant (hereinafter "JAG").

Section 2. Use of Funds

County agrees to use the \$37,038.00 for the purchase of two Ford vehicles.

Section 3. Reporting

The County must submit quarterly financial and programmatic data to City ten (10) days prior to the end of the established quarterly report deadline.

Section 4. Liability

Nothing in the performance of this Interlocal Cooperation Agreement (hereinafter, "Agreement") shall impose any liability for claims against either governmental entity other than claims for which liability may be imposed by the Indiana Tort Claims Act.

Section 5. Responsibility

Each entity to this Agreement shall be responsible for its own actions in providing services under this Agreement and shall not be liable for any civil liability that may arise from the furnishing of the services by the other party.

Section 6. Commitment

The entities shall communicate and cooperate with one another to ensure that the purposes of this Agreement are achieved on behalf of and to the benefit of the publics they serve.

Section 7. Third Parties

The entities to this Agreement do not intend for any third party to obtain a right by virtue of this Agreement.

Section 8. Intent

Be entering into this Agreement, the entities do not intend to create any obligations express or implied other than those set out herein; further, this Agreement shall not create any rights in any party not a signatory hereto.

Section 9. Severability

If any provision of this Agreement is declared, by a court of competent jurisdiction, to be invalid, null, void or unenforceable, the remaining provisions shall not be affected and shall have full force and effect.

Section 10. Appropriation of Funds

The entities acknowledge and agree that the performance of this Agreement is subject to the appropriation of sufficient funds by JAG. The parties agree to make a good faith effort to obtain all necessary appropriations and to comply with all provisions of this Agreement to the extent feasible under current or future appropriations.

SO AGREED this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

CITY OF BLOOMINGTON, INDIANA

ATTEST:

\_\_\_\_\_  
MARK KRUZAN, Mayor

\_\_\_\_\_  
REGINA MOORE, Clerk

MONROE COUNTY, INDIANA

ATTEST:

\_\_\_\_\_  
PATRICK STOFFERS, President  
Monroe County Commissioners

\_\_\_\_\_  
AMY GERSTMAN, Auditor

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IRIS F. KIESLING, Vice President  
Monroe County Commissioners

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MARK STOOPS, Commissioner  
Monroe County Commissioners

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2009, by the City of  
Bloomington Common Council.

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ANDY RUFF, President  
Bloomington Common Council

## RESOLUTION 09-13

### AUTHORIZING THE ALLOCATION OF THE JACK HOPKINS SOCIAL SERVICES PROGRAM FUNDS FOR THE YEAR 2009 AND OTHER RELATED MATTERS

- WHEREAS, the Common Council established the Social Services Funding Committee (Committee) in 1993 to make recommendations to the entire Common Council and Mayor regarding the allocation of discretionary social services funds and, in 2002, named the program in the honor of Jack Hopkins, who was instrumental as a Council member in the establishment of this funding program; and
- WHEREAS, according to Resolution 02-16, the Committee serves as a standing committee of the Council with five members from within the Council appointed by the President of the Council and with as many as two members added by the Committee from other city entities; and
- WHEREAS, this year the Committee includes Council members Tim Mayer, Isabel Piedmont, Andy Ruff, Susan Sandberg (Chair) and Mike Satterfield along with Community Development Block Grant Citizen Advisory Committee member, Tony Pizzo and Community and Family Resource Commission member, Hans Huffman; and
- WHEREAS, this year the City increased the funding from \$165,000 to \$180,000; and
- WHEREAS, the Committee held a preliminary meeting on February 23, 2009 to establish the program procedures for the year; and
- WHEREAS, at that time, the Committee reaffirmed the Policy Statement, which set forth and elaborated upon the following criteria for making their recommendations:
1. The program should address a previously identified priority for social services funds (as indicated in the *Service Community Assessment of Needs (SCAN)*, the City of Bloomington Housing and Neighborhood Development Department's *2005-2010 Consolidated Plan* or any other community-wide survey of social service needs); and
  2. The funds should provide a one-time investment that, through matching funds or other fiscal leveraging, makes a significant contribution to the program; and
  3. This investment in the program should lead to broad and long lasting benefits to the community; and
- WHEREAS, given the dire economic climate, the Committee decided to focus funding on emergency services which included food, shelter and medical services and made that known via the Solicitation Letter and materials; and
- WHEREAS, by the deadline at 4:00 p.m. on April 6, 2009, 16 agencies had submitted applications seeking approximately \$190,385 in funds; and
- WHEREAS, on April 30, 2009, the Committee met to discuss the applications and decided to hear from all 16 applications and raised questions to be addressed by the applicants at the presentation hearing, which was held on May 7, 2009; and
- WHEREAS, in the days following the presentations, the members of the Committee rated those proposals on a scale of 0 to 5; and
- WHEREAS, on May 18, 2009, the Committee met for a Pre-Allocation meeting and passed a series of preliminary motions that funded all 16 applications and these recommendations were adopted by the Committee at the Allocation meeting on May 21, 2009; and
- WHEREAS, all the foregoing meetings were open to the public to attend, observe and record what transpired and a period of public comment was offered before a vote on the recommendations was taken; and
- WHEREAS, funding agreements have been executed by the 16 agencies recommended to receive funds and those agencies understand and agree to abide by the terms of those agreements; and

WHEREAS, the staff of the HAND department will arrange for the disbursement of the grant funds pursuant to the funding agreements, which will be interpreted by the Chair of the Committee;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE COMMON COUNCIL OF THE CITY OF BLOOMINGTON, MONROE COUNTY, INDIANA, THAT:

SECTION 1. The Common Council now allocates one hundred and eighty thousand dollars (\$180,000) set aside for the Jack Hopkins Socials Services Funding program in 2009 to the following agencies for the following amounts and in accordance with the funding agreements approved in Section 2:

<b>Agency</b>	<b>Grant Amount</b>	<b>Purpose</b>
Community Kitchen of Monroe County, Inc	\$1,005.00	To purchase printed backpacks for the Backpack Buddies program.
Shalom Community Center, Inc.	\$18,000.00	To purchase food as well as kitchen and miscellaneous supplies for its Emergency Hunger Relief program.
Mother Hubbard's Cupboard, Inc.	\$28,650.00	To help purchase a cargo van for the Food Pantry program
Middle Way House, Inc.	\$10,500.00	To purchase beds and mattresses for the Emergency Shelter.
Stepping Stones, Inc.	\$20,000.00	To pay for rent, deposit, payroll and insurance to expand housing and counseling of youth.
Martha's House, Inc.	\$24,557.92	To pay for the salaries and benefits for Resident Advocates for the Emergency Shelter program.
Habitat for Humanity of Monroe County	\$20,069.93	To help purchase a truck with lift gate for the ReStore Facility.
Monroe County CASA, Inc.	\$8,066.76	To pay for rent, salary, and volunteer training for the Court Appointed Special Advocates program.
New Leaf - New Life Inc.	\$14,577.96	To pay for salaries, benefits, and supplies for all New Leaf/New Life programs.
Boys and Girls Clubs of Bloomington	\$14,257.14	To help pay for salary and benefits for Unit Director at Crestmont site.
The Villages of Indiana, Monroe County Healthy Families	\$1,754.82	To pay for curriculum materials for the Healthy Families program.
First United Church	\$2,257.14	To pay for furniture, equipment, and supplies for PARTNERS program.
My Sister's Closet	\$1,781.88	To pay rent and purchase boxes for storage facility.
Harmony Education Center	\$5,873.03	To pay for installing a water line to and improving a greenhouse, and constructing a tool shed at Harmony Education Center.
Girls Inc. of Monroe County	\$2,930.71	To pay for training staff working at Girls Inc.
Citizen Advocacy of South-Central Indiana, Inc	\$5,717.71	To pay salaries and benefits for CASCI Coordinator.

SECTION 2. The Council approves the funding agreements for these allocations, copies of which are kept in the Council Office and HAND department files, and directs the Office of the Controller to issue checks in the ordinary course of business to the agency once the staff of the Housing and Neighborhood Development Department submit a copy of the signed agreement and the appropriate purchase orders.

SECTION 3. The Council further authorizes the Chair of the Jack Hopkins Social Services Funding Committee to resolve any questions regarding the implementation of the funding agreements and to appoint one member of the Committee from a City entity.

SECTION 4. The Council also approves the Report of this Standing Committee of the Common Council, which is comprised of the relevant portions of the packet memo and the related packet materials.



PASSED AND ADOPTED by the Common Council of the City of Bloomington, Monroe County, Indiana, upon this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
ANDY RUFF, President  
Bloomington Common Council

SIGNED and APPROVED by me upon this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
MARK KRUZAN, Mayor  
City of Bloomington

ATTEST:

\_\_\_\_\_  
REGINA MOORE, Clerk  
City of Bloomington

#### SYNOPSIS

This resolution brings forward the recommendations of the Jack Hopkins Social Services Funding Program Committee. The principal task of the Committee is to recommend funding for local social services agencies which offer proposals consistent with program criteria. Over the last 16 years (1993 – 2008), the City has expended in excess of \$1.7 million dollars to local social services programs. In 2009, the City decided to increase the annual amount of funds for this program from \$165,000 to \$180,000. The resolution allocates the social services funds to 16 agency programs, approves the funding agreements with these agencies, accepts the report of the Committee, and authorizes the chair of the Committee to resolve any questions regarding the interpretation of the agreements.

**JACK HOPKINS SOCIAL SERVICES FUNDING PROGRAM**  
**HISTORY OF FUNDS**

<b>Year</b>	<b>Recipient</b>	<b>Purpose</b>	<b>Amount</b>
<b>1993</b>			
	Public Health Nursing Assn.	New facility construction	\$90,000
<b>Total Year Award</b>			<b>\$90,000</b>
<b>1994</b>			
	Middle Way House	Women's and children's transitional facility	\$35,000
	Rhino's All Ages Club	Larger facility for adolescents' activities	\$5,000
<b>Total Year Award</b>			<b>\$40,000</b>
<b>1995</b>			
	Big Brothers / Big Sisters	Office Renovation	\$4,800
	Community Kitchen	Used vehicle to serve meals	\$9,000
	Girls, Inc.	Interior Construction	\$21,700
	Rhino's All Ages Club	Pilot outreach program	\$4,500
<b>Total Year Award</b>			<b>\$40,000</b>
<b>1996</b>			
	Boy's and Girl's Club	Central Air Conditioning	\$3,000
	Dental Care Clinic	Dental Equipment	\$1,450
	Girls, Inc.	Van Purchase	\$10,000
	Head Start	Building and Program Materials; insurance	\$4,400
	Hoosier Hills Food Bank	Refrigerated truck	\$3,800
	Middle Way House	Child care facility	\$17,350
	Shelter, Inc.	Housing for homeless	\$10,000
<b>Total Year Award</b>			<b>\$50,000</b>
<b>1997</b>			
	Community Kitchen	Transport containers to provide meals to at risk youth in after school programs	\$1,300

Hoosier Hills Food Bank	Equipment for Food Repackaging Room for meal rescue program	\$9,200
MCUM	Addition and renovation of child care facility	\$51,000
Options for Better Living	Upgrading phone and voice mail system	\$13,500
Stone Belt Center	Primary network server for computer system	\$15,000
<b>Total Year Award</b>		<b>\$90,000</b>

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**1998**

Boy's & Girl's Club	Renovate and equip facility for a teen center and learning center	\$23,000
Community Kitchen	Purchase upright commercial oven, mobile sheet pan rack, and mats for kitchen floor	\$4,675
Evergreen Institute	Predevelopment costs for senior housing facility; any reimbursements to be applied to purchase of the property	\$17,000
Girls, Inc.	Purchase equipment to implement Operation SMART	\$6,500
Housing Authority	Insulate 8 buildings and purchase hand held carbon monoxide detector	\$5,000
MCUM	Renovate existing building to meet new building code	\$9,925
Options for Better Living	Repair 1991 Club Wagon for client purpose	\$3,000
Rhino's Youth Center	Operate Graffiti Clean-Up; salaries, operating costs	\$10,900
Shelter, Inc.	Renovate Campbell House for child care home; toys, furnishings, equipment	\$10,000
<b>Total Year Award</b>		<b>\$90,000</b>

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**1999**

Amethyst House	New Van	\$10,000
Community Kitchen	Ice machine and freezer	\$4,650
Dental Day Care	Dental chairs and equipment	\$17,144
Evergreen Institute	Residence construction for elderly	\$8,208
Housing Authority	Roof replacements	\$9,300
Head Start	Classroom equipment	\$10,125
Hoosier Hills Food Bank	Cooler and condensing unit	\$14,394
MCUM	Equipment for food area	\$11,850
Mother Hubbard's Cupboard	Refrigeration unit	\$1,029

Planned Parenthood	Exam table for handicapped	\$5,000
Shelter, Inc.	Training (conference) for new program	\$4,300
Stone Belt	Industrial sewing machines	\$4,000

**Total Year Award            \$100,000**

**2000**

<b>June</b>	Abilities Unlimited	Equipment for loan to persons with disabilities	\$3,498
	Center for Behavior Health	Floor covering for facility	\$7,000
	Citizens' Advocacy Coalition	Training and printed materials for a one-to-one advocacy program for persons with disabilities	\$1,500
	Community Kitchen	Eight dining tables	\$2,460
	Housing Authority	Outdoor lighting at two facilities	\$7,045
	Dental Care Clinic	To acquire used equipment	\$7,000
	Family Solutions	To buy audio/visual equipment and software for parenting library	\$714
	Girls', Inc.	For supplies and equipment for summer camp program and two car infant seats	\$2,303
	Hoosier Hills Food Bank	One low-lift pallet truck and three sets of racking	\$4,549
	Middle Way House	To construct addition onto their shelter	\$10,000
	Middle Way House	To buy and install security devices for two facilities	\$2,426
	Options for a Better Living	To buy materials, computer, and furniture for resource library for persons with disabilities	\$5,000
	Stone Belt Arc, Inc.	For equipment and software for "compuplay" facility for children with disabilities	\$11,500

**Total Award for June 2000            \$64,995**

**2000**

<b>Oct</b>	Abilities Unlimited	To purchase loaner equipment for persons with disabilities	\$3,000
	American Red Cross	To convert a van to a mobile supply vehicle for disaster relief	\$1,600
	Amethyst House	Rebuild foundation of Womens' facilities	\$7,500
	Bloomington Hospital - Home Health Services	Implement a pilot healthcare program for local inmates after release from jail	\$3,000

Big Brothers / Big Sisters & Boy's and Girl's Club	To expand hours and activities for children at their Crestmont Site	\$9,500
Family Services - CASA	Hire staff for tracking services and measuring outcomes	\$3,200
Girls', Inc.	For the Friendly PEERsuasion Program	\$2,500
Girls', Inc. - Reading Renegades	For books, refreshments, and misc. equipment for after school reading program	\$620
Middle Way House	To buy an Industrial Grade document scanner for Confidential Document Destruction Program	\$3,210.95
Mother Hubbard's Cupboard	To establish a new southside food pantry in concert with the Community Kitchen and the Perry Township Trustees	\$9,000
Rhino's Youth Center	To construct a radio studio at center	\$2,000

**Total Awards for October 2000      \$45,130.95**

**2001**

American Red Cross (Monroe County Chapter)	To purchase tables and chairs for community classroom	\$5,100
Big Brothers Big Sisters of Monroe County, Inc.	To purchase and install windows and doors for its facility	\$8,779
Bloomington Housing Authority	To purchase and install outdoor lighting for Walnut Woods complex	\$6,502
Center for Behavioral Health	To purchase counseling software for children	\$1,639
Community Kitchen of Monroe County, Inc.	To purchase equipment for second food preparation and distribution site	\$10,721
Hoosier Hills Food Bank	To purchase food for city residents	\$3,000
Middle Way House, Inc.	To support pilot childcare nutrition program/enterprise by paying salaries of cook	\$23,885
Monroe County United Ministries	To pay rent and utilities for city residents at risk of being dislocated	\$32,884
My Sister's Closet of Monroe County	To purchase display, tagging, and laundry equipment for clothing donation program	\$1,130
Options for Better Living	To purchase CPR training equipment to train staff	\$4,966
Planned Parenthood	To purchase equipment to test for anemia	\$1,394

**Total Awards for June, 2001      \$100,000**

**2002**

Amethyst House, Inc.	To help rebuild and expand the men's facility by restoring the historic façade.	\$20,000
Area 10 Agency on Aging	To purchase equipment for the Food Pantry at the Girls, Inc. site	\$1,475
Big Brother Big Sisters of Monroe County	To purchase computer equipment for recruitment and training initiative	\$3,623
Bloomington Area Arts Council/ JWAC	To purchase a raku kiln and other equipment for the art education program.	\$2,895
Center for Behavioral Health (Children's Services)	To purchase equipment and fund 4 programs serving children and their parents	\$3,952
Community Kitchen of Monroe County, Inc.	To purchase a copy machine shared with Shelter, Inc. and aprons, and hairnets	\$3,639
Girls Incorporated	To pay for the salary of the director of the after-school and summer youth programs.	\$15,000
Girls Scouts of Tulip Trace Council	To purchase 2 learning modules for the agency's Family Life Education Program.	\$2,148
Indiana Legal Services, Inc.	To pay for the salary of an attorney as well as printing and publication expenses related to the new Housing Law Center.	\$20,000
Mental Health Association in Monroe County	To start-up five new support groups and to publish an updated version of the directory of mental health services.	\$10,192
Mother Hubbard's Cupboard, Inc.	To fund a new nutrition education program	\$5,000
Options for Better Living	To purchase materials for a program between Options and Center for Behavioral Health to address persons with dual diagnosis	\$5,000
Planned Parenthood	To purchase an autoclave for the purpose of sterilizing instruments.	\$1,495
Rhino's Youth Center	To purchase audio and video editing equipment for after-school programming.	\$8,264
Shelter, Inc.	To purchase new appliances for Campbell House	\$2,317
South Central Community Action Program, Inc.	To establish a revolving loan program for auto repairs of clients	\$5,000

**Total Awards for June, 2002                    \$110,000**



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**2003**

Amethyst House, Inc.	To purchase and install a stairway elevator at Men's House facility	\$4,521
Area 10 Agency on Aging	To pay for 50% of the annual wage for the Food Pantry/Emergency Food VISTA	\$4,614
Big Brothers Big Sisters	To pay for Program Manager and program expenses for Girl's Inc.'s Teen Outreach LEAP Program	\$11,904
Bloomington Area Arts Council	To pay for at least 50 scholarships for at-risk low-income city youth to participate in John Waldron Education Program	\$4,250
Boys & Girls Club	Job Development Specialist for TEENS Supreme Career Prep Program	\$25,000
Citizens Advocacy	Preparation and distribution of a quarterly newsletter for Citizens Advocacy Program	\$3,000
Community Kitchen	Replace fire suppression system, loading dock, and 60 chairs for the S. Rogers site	\$10,104
Family Services Association	Purchase laptop computer, LCD projector, and carrying cases to promote activities, train	\$3,000
Middle Way House, Inc.	Purchase thermal carriers; pots, pans, and food trays; and, dishwasher proof dishes and flatware in order to extend program to Area 10 Agency on Aging	\$4,100
MCUM	Subsidize childcare costs for low-income households within the City	\$20,000
Options for Better Living	Pay for materials for its resource library and speaker fees related to the Family Partnership	\$1,725
People & Animal Learning Services, Inc. (PALS)	Purchase and install tow hydraulic mounting lifts to be used for and owned by the PALS therapeutic riding program	\$3,400
Planned Parenthood	Purchase four computers for its 421 South College facility	\$3,600
Shalom Community Center	Pay for six phone sets and install three new phone lines at its 219 East 4 <sup>th</sup> Street facility	\$1,900
South Central Community Action Program	Pay for the development of computer software	\$6,292
Templeton Elementary School	Pay for food and supplies for its Kinder Camp summer program to serve children entering kindergarten or the first grade	\$2,580

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**Total Awards for June, 2003                    \$110,000**

**2004**

Big Brothers Big Sisters	Purchase a server, related equipment, and software to implement Phase I of its long range service plan	\$4,500
Boys & Girls Club	Pay for salaries, transportation, and other operating costs related to the No Kid Left Behind Program	\$8,000
Citizens Advocacy	Pay to print 4,000 brochures, fact sheets, and handouts, as well as approximately 500 informational guides to help recruit advocates	\$1,180
Community Kitchen	Replacing a door and dishwashing machine, purchase a garbage disposal and kitchen grade metal shelving	\$7,780
El Centro Comunal Latino	Purchase software, office equipment, and furniture for a central office & meeting space	\$1,500
Girls Incorporated	Pay a portion of the cost of one used bus	\$10,000
Hoosier Hills Food Bank	Pay for renovations to the facility	\$13,294
Martha's House	Pay for salaries and operational costs needed to operate 28-bed emergency shelter & facilitate a new self-sufficiency & outreach program	\$17,823
Mental Health Assoc/Family Services Association	Pay for computer equipment and a portion of salaries for a Jail Diversion Specialist – to find other means for handling non-violent, mentally ill offenders	\$10,000
Middle Way House, Inc.	Pay a portion of salary and benefits for a Housing Specialist who will develop a cooperative housing program & facility for low-income women	\$7,500
Monroe County United Ministries	To subsidize child care services for low-income city residents primarily during the summer months	\$15,000
Planned Parenthood	To purchase 6 sets of cervical biopsy equipment	\$2,923
Rhino's Youth Services	To purchase 4 portable 250 GB hard drives, a multi-media PC with monitor, and other equipment	\$5,000
Shalom Community Center	To pay for a part-time Food Service Coordinator to expand its breakfast & lunch program as well as train & provide work experience	\$5,500

**Total Awards for June, 2004                    \$110,000**

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**2005**

Big Brothers Big Sisters of South Central Indiana	Salary of Partnership Coordinator for a multi-year Capacity Building project	\$5,000
Bloomington Hospital/ Community Health Education	Facilitator salary for New Parents Initiative for the third year	\$3,000
Bloomington Housing Authority	Washers, dryers, vacuum cleaners and accessories, for Lice Program	\$5,000
Community Justice & Mediation Center (CJAM)	Personnel, training, and recruitment expenses for constructive conflict resolution program for Black and Multi-racial youth	\$1,400
Community Kitchen of Monroe County, Inc.	Replace produce cooler and purchase food trays for free meal service	\$4,100
Habitat for Humanity of Monroe County	Two heaters and insulation for Habitat ReStore facility	\$4,100
Martha's House, Inc.	Pay salary for Assistant Director and House Managers of the Emergency Shelter program	\$12,500
Middle Way House, Inc.	Steel ramp, tow bar loops, lifts for Confidential Document Destruction	\$10,000
Monroe County United Ministries, Inc.	Caseworker salary for Emergency Services program	\$16,000
Options for Better Living, Inc.	Modify wheelchair accessible van for community participation program	\$7,500
Planned Parenthood of Indiana, Inc. (PPIN)	Security cameras and equipment for the facility at 421 S. College Ave.	\$1,500
Rhino's Youth Center	Construction of bathrooms and upgrade of heating and cooling system for Rhino's Youth Center at 330 South Walnut Street.	\$22,900
Shalom Community Center, Inc.	Vertical lift for Shalom Center annex at 110 S. Washington St.	\$9,000
South Central Community Action Program, Inc. Head Start	Furnishings, equipment and cognitive materials for Head Start classrooms at Templeton and Summit schools	\$8,000
South Central Community Mental Health Centers, Inc.	Training, consultation and licensing for Functional Family Therapy program	\$10,000
Stone Belt Arc.	Salary for a Curriculum Specialist for new Career Advancement program	\$5,000
<b>Total Awards for 2005</b>		<b>\$125,000</b>

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**2006**

Amethyst House	To pay for property and liability insurance, utilities, food, and salaries needed to operate the Men's House at 215 North Rogers.	\$8,000.00
The Area 10 Council on Aging of Monroe & Owen Counties, Inc.	To purchase IRis online software for the Go Live with 211 Infoline initiative.	\$2,187.33
Big Brothers Big Sister of South Central Indiana	To reconfigure and repair the roof and restore water-damaged areas at 418 South Walnut.	\$8,109.00
Bloomington Hospital Positive Link	To purchase portable hot boxes, portable coolers, and related supplies for the Nutrition Links program.	\$1,150.00
Boys & Girls Club of Bloomington	To pay for staffing, supplies, food, and rent for the Crestmont Youth Camp.	\$8,160.00
Center for Behavioral Health	To pay for car repairs and garage insurance for the Wheels to Work program.	\$1,816.67
Community Justice and Mediation Center	To pay for printing a conflict resolution handbook, purchasing conflict resolution materials, and personnel expenses for outreach and instruction.	\$2,170.00
Community Kitchen of Monroe County, Inc.	To purchase and repair a used van from Girls, Inc.	\$8,401.64
El Centro Comunal Latino	To purchase a portable DLP projector and laptop and provide stipends for speakers for the Informate Series initiative.	\$2,468.51
First Christian Church	To purchase two jumbo storage cabinets, an upright freezer, and supplies for the Gathering Place.	\$1,250.00
Girls Incorporated of Monroe County	To pay for personnel expenses for a half-time Program Specialist and purchase Commit to be Fit support materials.	\$1,950.40
Hoosier Hills Food Bank, Inc.	To install lights, replace door, reinstall floor scale, and purchase safety equipment for two trucks.	\$6,670.00
Martha's House Inc.	To pay for personnel expenses for the Martha's House homeless shelter.	\$8,000.00
Mental Health Alliance	To pay for personnel expenses for a Mental Health Community Coordinator and Office Manager and for the purchase of: resource guides, supplies, telephone expenses, travel costs, audit insurance, equipment leases and items for the Material Support Program (	\$13,532.80

Middle Way House, Inc.	To pay for the personnel expenses of the Childcare Program Coordinator.	\$12,000.00
Monroe County United Ministries	To pay for personnel expenses of an additional social worker for the Emergency Services program.	\$20,000.00
Mother Hubbard's Cupboard, Inc.	To pay for the purchase and installation of one two-door freezer unit and one two-door refrigeration unit.	\$6,670.00
Options for Better Living, Inc.	To format and rebuild computers and install modems and software as part of the Equalizing with E-cycling program.	\$4,000.00
Pinnacle School (dePaul Reading & Learning Association, Inc.)	To purchase specialized teaching materials.	\$4,394.67
Planned Parenthood of Indiana	To install cabinetry and purchase files and furniture for the front desk renovation.	\$2,440.00
Shalom Community Center	To purchase a communication system and a technology system network that includes both server and software to be installed at 110 SouthWashington, Bloomington, Indiana.	\$7,809.18
South Central Community Action Program Head Start	To pay for personnel expenses incurred as part of the Children's Door exchange program.	\$2,230.80
Teachers Warehouse	To purchase shelving and help pay for overhead costs.	\$2,000.00
<b>Total Awards for 2006</b>		<b>\$135,411</b>

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**2007**

Bloomington Hospital Positive Link	To pay for transportation assistance, training materials, and client services materials for the Mpowerment group support program.	\$2,360.00
Bloomington Housing Authority	To pay for the salary for the Neighborhood Nurse and supplies for the Neighborhood Nurse program.	\$5,600.00
El Centro Comunal Latino	To provide compensation for the Program Coordinator Position whose duties include supervising and directing three existing programs and implementing two new programs.	\$11,000.00
Community Kitchen of Monroe County	To purchase and install a walk-in cooler and freezer for the 917 South Rogers facility.	\$29,800.00

Martha's House, Inc.	To pay for a commercial washer and dryer for the emergency shelter.	\$2,400.00
Middle Way House, Inc.	To pay for salaries, taxes, and benefits for House Manager and weekend staff for the Emergency Shelter.	\$6,500.00
Monroe County United Ministries, Inc.	To subsidize affordable childcare costs for working families residing in the City.	\$28,080.00
My Sister's Closet	To purchase equipment for resale store of women's workforce clothing and a display case to inform the public about the program.	\$2,500.00
Planned Parenthood of Indiana, Inc.	To pay for wellness exams for the Friend to Friend Patient Pass program which serves low-income women in the City of Bloomington.	\$5,000.00
Shalom Community Center, Inc.	To purchase and install a three-compartment deep well sink and convection oven for the Shalom Community Center currently located at 219 E. 4th Street.	\$5,450.00
South Central Community Action Program	To purchase and install additional surfacing material for the Arlington Park and Lindbergh Center playgrounds.	\$5,000.00
Stepping Stones	To purchase tutoring and back-to-school supplies for the Stepping Stones, Inc. Tutoring program.	\$1,314.00
Stone Belt Arc, Inc.	To renovate quadrant of manufacturing center for production of client-designed and manufactured fine art pieces.	\$7,746.00
Volunteers in Medicine of Monroe County	To purchase computer equipment, commercial grade multi-function printer, subscription to messaging system, and IT network and support for a new, community health care clinic for uninsured residents of Monroe and Owen counties.	\$32,250.00

**Total Awards for 2007      \$145,000.00**

**2008**

Bloomington Housing Authority with Bloomington Housing Authority Resident Council	To help renovate Boys and Girls Club satellite facility at 1033 and 1037 North Summit Street	\$12,481.00
Boys and Girls Clubs of Bloomington	To purchase a minibus for the transportation of children	\$17,000.00



Christole, Inc.	To help pay for the installation of a fire sprinkler system in the group home at 1701 Winslow Road	\$3,500.00
Community Kitchen of Monroe County, Inc.	To purchase a commercial-grade refrigerator for use at 917 South Rogers Street.	\$2,350.00
El Centro Comunal Latino	To pay for a person to help operate and evaluate El Centro Comunal Latino's programs as a pilot project	\$11,000.00
Habitat for Humanity of Monroe County, Inc.	To help pay for the renovation of Campbell House for use by agency programs and staff	\$4,000.00
Hoosier Hills Food Bank	To purchase a refrigerated cargo van for use in the Meal Share prepared food rescue program	\$31,414.00
Martha's House, Inc.	To cover personnel expenses as bridge-funding to operate shelter services	\$16,000.00
Mother Hubbard's Cupboard, Inc.	To provide bridge-funding to pay for salaries to operate the Mother Hubbard's Cupboard community food pantry	\$24,000.00
Options for Better Living, Inc.	To purchase refurbished computers, modems and internet services to link between community living homes and the main office	\$4,000.00
Planned Parenthood of Indiana, Inc.	To pay for colposcopies for women with abnormal Pap test results	\$2,500.00
Rhinos' Youth Center	To purchase chairs for Rhino's youth center at 331 S. Walnut Street	\$3,000.00
Shalom Community Center, Inc.	To purchase and install food service equipment for the Shalom weekday food program	\$11,030.00
South Central Community Action Program Head Start	To cover salaries, materials, stipends, meals, and childcare for the Circles Campaign pilot project	\$18,000.00
Stepping Stones, Inc.	To help operate the Stepping Stones Independent Living Program for youth aged 16-20 years	\$5,000.00

Volunteers in Medicine of Monroe County	To purchase computer equipment for three clinical work stations, a monitor and software to improve delivery and lower the cost of medical services.	\$10,725.00
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**Total Awards for 2008      \$176,000.00**

**2009**

Boys and Girls Clubs of Bloomington	To help pay for salary and benefits for Unit Director at Crestmont site.	\$14,257.14
Citizen Advocacy of South-Central Indiana, Inc.	To pay salaries and benefits for CASCI Coordinator.	\$5,717.71
Community Kitchen of Monroe County, Inc.	To purchase printed backpacks for the Backpack Buddies program.	\$1,005.00
First United Church	To pay for furniture, equipment, and supplies for PARTNERS program.	\$2,257.14
Girls Inc. of Monroe County	To pay for training staff.	\$2,930.71
Habitat for Humanity of Monroe County	To help purchase a truck with lift gate for ReStore Facility.	\$20,069.93
Harmony Education Center	To pay for installing a water line to and improving a greenhouse, and constructing a tool shed at Harmony Education Center.	\$5,873.03
Martha's House	To pay for the salaries and benefits for Resident Advocates for the Emergency Shelter program.	\$24,557.92
Middle Way House, Inc.	To purchase beds and mattresses for the Emergency Shelter.	\$10,500.00
Monroe County CASA, Inc.	To pay for rent, salary, and volunteer training for Court Appointed Special Advocates program.	\$8,066.76
Mother Hubbard's Cupboard, Inc.	To help purchase a cargo van for the Food Pantry program	\$28,650.00
My Sister's Closet	To pay rent and purchase boxes for storage facility.	\$1,781.88

New Leaf – New Life, Inc.	To pay for salaries, benefits, and supplies for all New Leaf/New Life programs.	\$14,577.96
Shalom Community Center, Inc.	To purchase food as well as kitchen and miscellaneous supplies.	\$18,000.00
Stepping Stones, Inc.	To pay for rent, deposit, payroll and insurance to expand housing services.	\$20,000.00
The Villages of Indiana	To pay for curriculum materials for the Healthy Families program.	\$1,754.82
<b>Total Awards for 2009</b>		<b>\$180,000.00</b>



## City of Bloomington Office of the Common Council

**To:** Directors of Social Services Programs Serving City Residents  
**From:** Susan Sandberg, Chair of the Jack Hopkins Social Services Funding Committee,  
Bloomington Common Council  
**Re:** Invitation to Apply for Social Services Funding  
**Date:** March 2, 2009

The City of Bloomington Common Council's Jack Hopkins Social Services Funding (JHSSF) Committee is accepting applications for use of \$180,000 in social services funds. This figure includes an added \$15,000 dedicated by the Mayor and Common Council for the 2009 fiscal year. Since 1993, the Committee has granted over \$1.7 million to agencies who serve our community's most vulnerable residents. In the past, the Committee has funded initiatives such as: construction of a public health facility, fixing a collapsed foundation for a recovery program, purchasing equipment for a food bank, and buying materials for a teen parenting project.

The Committee is composed of five members of the Common Council and two members representing City entities. The Council representatives are: Isabel Piedmont-Smith, Tim Mayer, Andy Ruff, Susan Sandberg and Mike Satterfield. Dr. Anthony Pizzo of the Community Development Block Grant Citizen Advisory Committee for Social Services and Mary Andrus-Overley of the Community and Family Resource Commission complete the Committee.

Each year, the JHSSF program allocates funds based on four distinct criteria. *However, please note that as this year presents marked economic challenges for City residents, the Committee will be favoring applications which provide emergency services (e.g., food, shelter and medical care) to citizens in need.* That said, at minimum, any proposal must satisfy the following to be considered for funding:

- **Address a previously-identified priority for social services funding** (as indicated in the *Service Community Assessment of Needs (SCAN)*<sup>1</sup>, City of Bloomington, Housing and Neighborhood Development Department's *2005-2010 Consolidated Plan*<sup>2</sup> or any other community-wide survey of social service needs). Such priorities include funds for emergency services (food, shelter or healthcare) or other services to City residents who are: low-moderate income, under 18-years old, elderly, affected with a disability or are otherwise disadvantaged; and
- **Ask for JHSSF funds as a one-time investment in a social service initiative**  
This restriction is intended to encourage innovative projects and to allow the funds to address changing community circumstances. While the Committee may provide start-up and bridge funds, an agency should not expect to receive or rely on JHSSF to fund on-going costs (e.g., personnel) from year-to-year; and
- **Leverage matching funds or other fiscal mechanisms** (e.g., in-kind contributions, collaborative partnerships, etc.) to maximize JHSSF dollars; and
- **Make a broad and long-lasting contribution to our community**  
As co-founder of the JHSSF program, Jack Hopkins put it: "[P]riority should be given to projects or programs where investments now will have a positive, long-term spillover effect (such as reduced susceptibility to...diseases, decreased absences from school, reducing lost time from work, [alleviating the effects of poverty]...etc.). Historically, this criterion has excluded funding events or celebrations.

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<sup>1</sup> <http://www.bloomington.in.us/~scan/>

<sup>2</sup> [http://bloomington.in.gov/documents/viewDocument.php?document\\_id=2624;](http://bloomington.in.gov/documents/viewDocument.php?document_id=2624;)

**Additionally, any application must also meet the following requirements:**

- The program for which funding is sought **must primarily benefit City residents**; and
- The application must request a **minimum of \$1,000** for JHSSF; and
- The applicant must be a **501(c)(3)** (or be sponsored by one). In the event the applicant is not a 501(c)(3) but is sponsored by one, the sponsoring agency must provide a letter acknowledging its fiscal relationship to applicant. (Know that the Committee may request further information about this relationship); and
- **One application per agency**. The Committee encourages cooperative efforts among agencies; however, know that these cooperative applications will be attributed to the lead agency, serving as fiscal agent.

**How to apply**

If your agency wishes to apply for these funds, please submit the following:

- A **two-page statement** describing the mission of the agency and indicating how much money is being requested, what it would be used for, and how this request meets the above three criteria; and
- The attached **information sheets**; and
- A **simple program budget** detailing the use of these funds (please check your math); and
- A **year-end financial statement**, providing both fund balances and total revenue & expenditures; and
- Signed, **written estimates** should accompany all requests **for the funding of capital improvements**.

**APPLICATION DEADLINE**

All applications must be received by the Council Office (401 N. Morton, Ste. 110)

by

**MONDAY, APRIL 6, 2009 -- 4:00 PM**

*No late applications accepted.*

**Living Wage Requirements:**

Starting in 2008, some not-for-profit agencies receiving Jack Hopkins Funds were required to begin the phase-in period of their living wage obligation as defined in the City's *Bloomington Municipal Code* §2.28. An agency is subject to the Living Wage Ordinance, **only if all three** of the following are true:

- 1) the agency has at least **15 employees**; *and*
- 2) the agency **receives \$25,000 or more** in assistance from the City **in the same calendar year**; *and*
- 3) at least \$25,000 of the funds received are for the **operation of a social services program**, not for physical improvements.

An agency who meets all three criteria is not obligated to pay the full amount of the living wage in the first two years they received assistance from the City. During this two-year period, the agency must take steps to reduce the gap between its wages and the living wage by fifteen percent in the first year, and by thirty-five percent in the second year. For 2009, the living wage is \$11.25 per hour. Please visit *A Non-Profit's Guide to the Living Wage* on the JHSSF Committee's website for more information. <http://bloomington.in.gov/council/funding.php>.

## Helpful Hints

- Consider attending the Voluntary Technical Assistance Meeting on Thursday, March 26, 2009 at 4:00 p.m.; and
- Read the enclosed 2009 JHSSF Schedule for notable dates such as when applicants will be asked to present their applications to the Committee; and
- Be prepared to enter into a Funding Agreement by June 1, 2009 if recommended for funding; and
- Plan to spend the funds and seek reimbursements in 2009 unless you specifically request more time in the Funding Agreement; and
- Learn more about the Committee's funding criteria by reading the *Elaboration of Criteria and Funding Statement* found at: [www.bloomington.in.gov/council/funding.php](http://www.bloomington.in.gov/council/funding.php)

## **2009 JACK HOPKINS SOCIAL SERVICE FUNDING PROGRAM SCHEDULE**

### WHAT

### WHEN & WHERE

Request for Applications Issued

Monday, March 2, 2009

Technical Assistance Meeting for Applicants

Thursday, March 26, 2009 - 4 PM, McCloskey Room

### **Application Deadline**

**Monday, April 6, 2009 by 4 PM in Council Office**

Initial Review and Elimination of Some Applications

Wednesday, April 29, 2009 - 5 PM, McCloskey Room

Invited Agencies Present before the Committee \*

Thursday, May 7, 2009 – 4 PM, Council Chambers

Committee Discusses Funding Recommendations at Pre-Allocation Meeting

Monday, May 18, 2009 – 5 PM, Chambers

Committee Recommends Allocation of Funds

Thursday, May 21, 2009 – 4 PM, Council Chambers

Agencies to Confirm & Sign Funding Agreements

by Monday, June 1, 2009, Noon

Common Council Acts on the Recommendations

Wednesday, June 17, 2009, 7:30 PM

HAND Technical Assistance Meeting Regarding Claims & Reimbursements \*

Tuesday, June 23, 2009, 8:30 AM

\* Please note that these are the only two meetings agencies are required to attend; any other meetings listed above are ones in which agency attendance is optional.



## Assistance with Applications

The application process is designed to be as simple as possible; however, should you have questions you may call Daniel Sherman or Stacy Jane Rhoads in the Council Office at 349-3409. Marilyn Patterson, Program Manager in the Housing and Neighborhood Development Department, is also happy to help prepare applications; Marilyn can be reached at 349-3577. You may contact the Committee members at 349-3409 or [council@bloomington.in.gov](mailto:council@bloomington.in.gov).

Thank you for all you do to make our community a better place.

Sincerely,



Susan Sandberg, Chair

2009 Jack Hopkins Social Services Funding Committee  
City of Bloomington Common Council



City of Bloomington  
Office of the Common Council

**Jack Hopkins Social Services Funding Program**

**Elaboration of the  
Three Criteria for Evaluating and Awarding Grants  
And  
Other Policies**

Elaboration of Three Funding Criteria

In 1993 Jack Hopkins wrote a letter to the Committee outlining a set of criteria for the use of these social services funds. Aside from referring to a more recent community-wide survey, those criteria have served as the basis for allocating the funds ever since. The following is an elaboration of that policy approved by the Committee.

- 1. The program should address a previously identified priority for social services funds (as indicated in the *Service Community Assessment of Needs (SCAN)*, the *City of Bloomington Housing and Neighborhood Development Department's 2005-2010 Consolidated Plan* or any other community-wide survey of social service needs);**

**“priority for social services funds”**

*The Common Council has used these funds for programs that provide food, housing, healthcare, or other services to city residents who are of low or moderate income, under 18-years of age, elderly, affected with a disability, or otherwise disadvantaged.*

*City Residency - Programs must primarily serve City residents. Individual programs have occasionally been located outside of the City but, in that case, social services funds have never been used for capital projects (e.g. construction, renovation, or improvement of buildings).*

*Low income - Programs primarily serving low-income populations are given a high priority.*

*Emergency Services – Programs primarily providing emergency services (e.g. food, housing, and medical services) will be given a high priority.*

**2. The funds should provide a one-time investment that, through matching funds or other fiscal leveraging, make a significant contribution to the program; and**

**a. “one-time Investment”**

*This restriction is intended to encourage innovative projects and to allow the funds to address changing circumstances. For those reasons, it discourages agencies from relying on these funds from year to year and from using these funds to cover on-going costs, particularly those relating to personnel.*

*Operational Costs*

*Such costs are not generally considered a “one time investment,” but will be eligible for funding in two circumstances: first, when an agency is proposing start-up funds or a pilot project and demonstrates a well developed plan for funding in future years which is independent of this funding source; or second, when an agency demonstrates that an existing program has suffered a significant loss of funding and requires “bridge” funds in order to continue for the current year.*

*Renovation versus Maintenance*

*Costs associated with the renovation of a facility are an appropriate use of these funds, while the costs associated with the maintenance of a facility are considered part of the operational costs of the program and, when eligible, will be given low priority. When distinguishing between these two concepts the Committee will consider such factors as whether this use of funds will result in an expansion of services or whether the need was the result unforeseen circumstances.*

*Conferences and Travel*

*Costs associated with travel or attending a conference will generally be considered as an operating cost which, when eligible, will be given low priority.*

*Computer Equipment*

*Generally the costs associated with the purchase, installation, and maintenance of personal computers and related equipment will be considered an operational cost and, when eligible, be given low priority. However, the costs associated with system-wide improvements for information and communication technologies, or for specialized equipment may be considered a one-time investment.*

**b. “through matching funds or other fiscal leveraging, make a significant contribution to the program”**

*In the words of Jack Hopkins, who originally proposed these criteria, investments “should be leveraged wherever possible by matching from other sources.” Agencies may demonstrate such leveraging by using matching funds, working in partnership with other agencies, or other means.*

*Applications from City Agencies and Other Property Tax Based Entities*

*Over the years the Council has not funded applications submitted by city departments. This appears to be based on the theory that the departments have other, more appropriate avenues for requesting funds and should not compete against other agencies, which do not have the benefit of city resources at their disposal. And, while never clearly stating they were ineligible, the Council has also not generally funded applications from agencies whose primary revenues derive from property taxes.*

3. This investment in the program should lead to broad and long lasting benefits to the community.

**“broad and long lasting benefits to the community”**

*Again, in the words of Jack Hopkins, “priority should be given to projects or programs where investments now will have a positive, long-term spillover effect (such as reduced susceptibility to ...diseases, decreased absences from school, reducing lost time (from work) ..., etc).*

*Funding of Events and Celebrations Discouraged*

*Historically the Council has not funded applications that promote or implement events or celebrations. It appears that this is based upon the conclusion that these occasions do not engender the broad and long-lasting effects required by this third criterion.*

## Other Policies and the Reasons for Them

### **Agency acting as fiscal agent must have 501(c) (3) status**

The agency which acts as the fiscal agent for the grant must be incorporated as a 501(c)(3) corporation. This policy is intended to assure that grant funds go to organizations: 1) with boards who are legally accountable for implementing the funding agreements; and 2) with the capability of raising matching funds which is an indicator of the long-term viability of the agency.

### **One application per agency**

Each agency is limited to one application. This policy is intended to: 1) spread these funds among more agencies; 2) assure the suitability and quality of applications by having the agency focus and risk their efforts on one application at a time; and 3) lower the administrative burden by reducing the number of applications of marginal value. Given the benefits flowing from cooperative efforts among agencies, applications that are the product of the efforts of more than one agency will be attributed only to the agency acting as the fiscal agent.

### **\$1,000 Minimum Dollar Amount for Request**

This is a competitive funding program involving many hours on the part of staff and the committee members deliberating upon and monitoring proposals. The \$1,000 minimum amount was chosen as a good balance between the work expended and the benefits gained from awarding these small grants.

### **Funding Agreement – Reimbursement of Funds –Expenditure Before End-of-the-Year**

The Housing and Neighborhood Development (HAND) Department has been monitoring the funding agreements since 2001. In order to be consistent with the practices it employs in monitoring CDBG and other funding programs, the funding agreements provide for a reimbursement of funds. Rather than receiving the funds before performing the work, agencies either perform the work and seek reimbursement, or enter into the obligation and submit a request for the city to pay for it.

And, in order to avoid having the City unnecessarily encumber funds, agencies should plan to expend and verify these grants before December of the year the grants were awarded, unless specifically approved in the funding agreement. Please note that funds encumbered from one calendar year to the next cannot be reimbursed by use of the City's credit cards.

**2009 JACK HOPKINS SOCIAL SERVICES FUNDING COMMITTEE FUNDING RECOMMENDATIONS**

AGENCY	REQUEST	RATING	RECOMMENDED ALLOCATION
Shalom Community Center, Inc.   <i>Food and kitchen supplies for Hunger Relief Program</i>	18,000.00	5.00	\$18,000.00
Community Kitchen of Monroe County, Inc.   <i>Printed backpacks for the Backpack Buddies program</i>	1,005.00	5.00	\$1,005.00
Mother Hubbard’s Cupboard, Inc.   <i>Cargo delivery van for Food Pantry Program</i>	28,656.51	4.86	\$28,650.00
Middle Way House, Inc.   <i>Bunk beds for Emergency Shelter</i>	10,554.70	4.57	\$10,500.00
Stepping Stones, Inc.   <i>Rent, insurance &amp; payroll for sheltering and counseling youth</i>	20,044.00	4.43	\$20,000.00
Martha’s House   <i>Compensation for Resident Advocates at Emergency Shelter Program</i>	25,000.00	4.36	\$24,557.92
Habitat for Humanity of Monroe County   <i>Truck with lift-gate for ReStore facility</i>	21,708.00	4.29	\$20,069.93
Monroe County CASA, Inc.   <i>Rent, operating, and payroll for advocacy program</i>	8,789.00	4.29	\$8,066.76
New Leaf – New Life, Inc.   <i>Salaries, supplies &amp; insurance for programs serving persons in or recently released from jail</i>	16,584.00	4.07	\$14,577.96
Boys and Girls Clubs of Bloomington   <i>Compensation for Full-Time Crestmont Unit Director</i>	15,000.00	3.93	\$14,257.14
The Villages of Indiana   <i>Updated curriculum material for Healthy Families Program</i>	1,878.00	3.86	\$1,754.82
First United Church   <i>Equipment and start-up supplies for art room</i>	2,500.00	3.79	\$2,257.14
My Sister’s Closet   <i>Storage boxes and rent for storage space</i>	1,864.32	3.71	\$1,781.88
Harmony Education Center   <i>Improving Neighborhood Greenhouse to provide food for low-income recipients</i>	10,060.00	3.58	\$5,873.03
Girls Inc. of Monroe County   <i>Training Initiative</i>	3,745.00	3.57	\$2,930.71
Citizen Advocacy of South-Central Indiana, Inc.   <i>Compensation for Part-Time Coordinator</i>	7,200.00	3.36	\$5,717.71
<b>TOTAL</b>	<b>192,588.53</b>		<b>180,000.00</b>





**CITY OF BLOOMINGTON  
COMMON COUNCIL**

**2009**

**JACK HOPKINS SOCIAL SERVICES  
FUNDING PROGRAM**

**SUMMARIES**

**Mission**

The Boys and Girls Club (B&GC) of Bloomington is a part of national organization which fosters the physical, intellectual, emotional and social growth of boys and girls ages 6-18 with a special concern for those most in need of service. All the Boys and Girls Club programs are designed to build character and strengthen life skills while providing hope and opportunity. There is a main facility at 311 South Lincoln, a satellite facility at 1108 W. 14<sup>th</sup> Street in the Crestmont Center, and a camp site at Lake Lemon. Programs are staffed by trained youth development professionals, Indiana University students, and community volunteers. It provides transportation services from school to its programs and programs of other youth agencies every school day. Over 1,300 youth are currently registered members of its two clubs and 125 youth are served at the Crestmont Club (84% of which come from households with income of less than \$10,000).

**Project**

B&GC is requesting \$15,000 in bridge-funding to pay for the full time Unit Director at the Crestmont Boys and Girls Club which will serve about 120 members in 2009. This agency did not receive City CDBG funding in 2009 which comprised about 25% of the site's annual operating budget. In order to restore an even keel, B&GC has reduced costs by 14% (which mostly likely will entail eliminating the Assistant Unit Director position), sought funding noted in the "Cost" section below, and is actively utilizing a portion of a region-wide, three-year "capacity building grant provided through the Lilly Foundation." Please note that the application anticipates an increase of membership of about 16% this year.

**Criteria**

**Need.** The application cites the *SCAN* Report for the need to provide programs for youth in households experiencing socio-economic ills, who face greater life difficulties than other children. It also notes that about a quarter of families below the poverty line have a problem finding after-school programs which is a barrier to employment for the parent/care takers. Lastly, it mentions the importance of meeting basic needs of youth (B&GC provides food at their programs) so that they can "maximize their learning opportunities during the school year and elsewhere.

**One-Time Investment.** This \$15,000 bridge-funding request would pay for the salary of the full-time Unit Director at the Crestmont facility. The agency demonstrated a well-developed plan for future funding by cutting costs by 14%, seeking other funding, and using a capacity-building grant to expand services and raise funds.

**Fiscal Leveraging.** This \$15,000 request is part of a \$75,317 budget for the Crestmont Center. Along with significant donations and grants, this agency also trains volunteers to help with its programs.

**Broad and Long-Lasting Benefits.**

Well run after-school youth programs have been shown to ease children through some difficult years and put them in a better position to face life's challenges. This site provides accessible and affordable after-school and seasonal youth programs that "feeds, mentors, tutors and protects its members." One of their programs (Power Hour) improved participants reading skills by 33% and math skills by 43%. About 57% of former club members agreed that the club "saved their lives."

**Cost****Amount Requested in Order of Priority**

Salary and benefits for Full-Time Unit Director	\$15,000
<b>TOTAL AMOUNT REQUESTED</b>	<b>\$15,000</b>
<i>Other Funds</i>	
<i>Campaign Indiana and Corporate Office</i>	\$12,800
<i>Federal, State and Local Grants</i>	\$17,200
<i>United Way, ladies Auxiliary, Special Events, and Other Donations</i>	\$30,317
<b>Total Project Cost</b>	<b>\$75,317</b>

**SSF Funding History**

1996	Granted	Central Air Conditioning	\$3,000
1997	Denied	Van	\$15,000
1998	Granted	Renovate and equip facility for a teen center and learning center	\$23,000
2003	Granted	Job Development Specialist for TEENS Supreme Career Prep Program	\$25,000
2004	Granted	Pay for salaries, transportation, and other operating costs related to the No Behind Program	\$8,000
2006	Granted	Pay for staffing, supplies, food, and rent for the Crestmont Youth Camp.	\$8,160
2007	Denied	Pay for improvements to summer camp facility at Lake Lemon	\$9,370
2008	Granted	Purchase mini-bus to transport children	\$17,000

**Mission**

Citizen Advocacy of South Central Indiana, Inc. (CASCI) “supports and facilitates one-to-one matches between people with disabilities (partners) and other community members (advocates) for the purpose of friendship and advocacy.” It is housed with Options for Better Living and began in the last decade “as a direct result of the concerns of service providers and self-advocates who recognized the unmet need for long-term citizen advocacy for individuals with disabilities.” Unlike other providers of service to persons with disabilities, CASCI strives to help them “develop a stable, empowering relationship” with someone who will act as a “friend, mentor, assistant, ally and/or protector.”

**Project**

CASCI requests \$7,200 in bridge-funding to pay for their part-time Coordinator position after losing a \$6,000 grant from the Community Foundation of Bloomington and Monroe County. In a phone call, Jo Gilbertson indicated that CASCI had a paid Coordinator in 2000, relied on an active board to carry-on these duties for a few years, and then was able to use the aforementioned grant to pay for the position since January of 2008. This request will also increase the hours of the position from 10 to 20 hours a week to meet the increasing demand for services. The CASCI Coordinator “identifies people with disabilities who need advocates; recruits advocates; coordinates and supports matches; educates the community on the organization’s mission; networks with other agencies such as Options, Stone Belt ARC ... who serve vulnerable populations; and further assists CASCI’s board in pursuing fiscal sustainability.”

**Criteria**

**Need:** The SCAN 2003 Report recommended expanding options for independent living, public awareness and advocacy for persons with disabilities who comprise about 14,000 of the county’s population. It also recommended building better social networks for persons with disabilities, which included partnering with volunteers in the community.

**One-Time Investment:** CASCI is requesting \$7,200 in bridge-funding to pay for its part-time Coordinator after losing a Community Foundation grant that paid for that position since January of 2008. The request would also increase this position from 10 to 20 hours a week. Its plan for future funding includes pursuing a Kroger Co Foundation grant for \$15,000, business and individual sponsorships for about \$6,000, fund raising events (\$2,700), and other contributions (about \$1,800). Please note that it uses an online newsletter and partners with Area 10, various IU departments and organizations, IVY Tech, and the Bloomington Volunteer Network to expand the recruitment of its advocates.

**Fiscal Leveraging:** CASCI will leverage this request with \$12,500 from its general fund, funding raising, grants, and business sponsorships. In addition to these revenues, it receives in-kind contributions from Options (in the form of office space and equipment), Information in Place Inc (to support its website) and volunteers (who performed 2,700 hours of service in 2008 and are projected to provide 3,500 hours in 2009).

**Broad and Long-Lasting Effects:** Matching persons with disabilities with an advocate/friend improve the lives of the person with disabilities and enrich the community.

**Cost**

**Amount Requested in Order of Priority**

Salary for 20-hour per week Coordinator position	\$7,200
<b>TOTAL AMOUNT REQUESTED</b>	<b>\$7,200</b>
<i>Other Funds</i>	
2009 – CASCI General Fund, Fund Raising Event and Contributions	\$6,850
2010 – Fund Raising Event, Kroger Co. Foundation Grant, Business Sponsorships	\$5,650
<b>Total Project Cost</b>	<b>\$19,700</b>

- **Note:** In order to use funds within the JHSSF Program Year (which starts in June and ends in the Spring), CASCI is requesting that any grant funds it receives may be used to reimburse them for expenditures made in April, May and June of this year.

**SSF Funding History**

2000	Granted	Training and printed materials	\$1,500
2003	Granted	Prepare and distribute quarterly newsletter	\$3,000
2004	Granted	Printing cost for 4,000 brochures & handouts & 500 informational guides to recruit advocates	\$1,180
2005	Denied	Laptop to improve operations	\$1,249

**Mission**

The Community Kitchen (CK) has been working in this community since 1983 with the mission of “work(ing) alone and in collaboration with others, to eliminate hunger in Monroe County and surrounding areas, through direct service, education, and advocacy.” They provide hot food everyday except Sunday at two locations (South Rogers and West 11th Street – CK Express), prepare meals for agencies serving at-risk youth (Feed Our Future), deliver food to children attending Arlington, Fairview, Grandview and Summit schools (Backpack Buddies), and prepare two meals per day per person to HIV+ patients through Positive Link. CK served 151,460 meals in 2008. Approximately 68% of the meals went to children under 18 and senior citizens. Please note that they do not impose an eligibility requirement on those seeking food.

**Project** The CK is requesting \$1,005 to purchase 200 (@ \$5/bag) printed backpacks for its Backpack Buddies program. This program provides 80-100 students identified by social workers at the four elementary schools mentioned above with a backpack containing 8 pounds of food on Friday for the students and their families to eat over the weekend. The food includes “child friendly items such as instant oatmeal, cereal, canned or pouch chicken or tuna, boxed pasta or rice dishes, dried fruit cups, simple bread mixes, etc.” While these backpacks are durable and can be used for a number of years, some are lost or not returned and need to be replaced during the course of a year. CK and the schools have addressed this attrition by instituting a “sign-in” system for the kid and by printing a logo on the bag to help identify them.

**Criteria**

**Need.** Hunger has been identified as a significant issue by both the *SCAN* Report and *HAND’s Consolidated Plan*. This agency is recognized as the primary provider of free meals in the community.

**One-Time Investment.** This is a one-time investment of \$1,005 to purchase 200 printed backpacks used by children to take food home to their families on weekends. CK and the schools have instituted some measures to assure that the backpacks are kept in service (see above). The Community Foundation had funded this program in the past and CK will fund future purchases out of its operating budget.

**Fiscal Leveraging.** The CK is an efficient organization that receives all of its \$633,860 in revenues in the form of donations, volunteer work, and grants.

**Broad and Long-Lasting Benefits.** Good food and nutrition are a cornerstone for healthy and successful individuals and families.

**Cost**

<b>Amount Requested in Order of Priority</b>	
200 (printed) backpacks for take-home food	\$1,005
<b>TOTAL AMOUNT REQUESTED</b>	<b>\$1,005</b>
<i>Other Funds</i>	
<i>Psi Iota Xi, Trinity Episcopal Church, and Other Fund raising</i>	\$9,000
<i>In-Kind Contributions including Labor (\$750) and Food and Beverages (\$5,000)</i>	\$5,750
<b>Total Project Costs</b>	<b>\$15,755</b>

**SSF Funding History**

1995	Granted	Used vehicle to serve meals	\$9,000
1997	Granted	Transport containers to provide meals to at risk youth in after school programs	\$1,300
1998	Granted	Purchase upright commercial oven, mobile sheet pan rack, and mats for kitchen floor	\$4,675
1999	Granted	Ice machine and freezer	\$4,650
2000-June	Granted	Eight dining tables	\$2,460
2001	Granted	To purchase equipment for second food preparation and distribution site	\$10,721
2002	Granted	To purchase a copy machine shared with Shelter, Inc. and aprons, and hairnets	\$3,639
2003	Granted	Replace fire suppression system, loading dock, and 60 chairs for the S. Rogers site	\$10,104
2004	Granted	Replacing a door and dishwashing machine, purchasing a garbage disposal and kitchen grade metal shelving	\$7,780
2005	Granted	Replace produce cooler and purchase food trays for free meal service	\$4,100
2006	Granted	To purchase and repair a used van from Girls, Inc.	\$8,402
2007	Granted	To replace and install an aged walk-in freezer with a larger one	\$29,800
2008	Granted	To purchase a commercial-grade refrigerator for use at 917 South Rogers Street.	\$2,350

**Mission** The First United Church is the “Lead” agency that provides space for the PARTNERS Program (PARTNERS), which would benefit from this grant. PARTNERS was founded in 2005 after the Bloomington Hospital Adult Day Care Center closed. For two days a week it offers “respite care in a safe, supportive environment that stimulates creative thinking, encourages physical activity, increases social interaction, and celebrates self-expression.” It not only helps the participants, but also gives caregivers an occasional respite, which helps preserve the vitality of those relationships. The program serves no more than 10 clients at a session and about 15 clients over the year (as participants leave for a residential facilities or die). The application notes that PARTNERS is “slowly growing,” exploring adding another day each week, and considering “scholarships” and other means to reach out to low-income clients who want to participate. Previous applications have stressed that the PARTNERS program “is in no way a religious program ... (and) there is no religious component to the program.”

**Project** PARTNERS is requesting \$2,500 to buy equipment (\$1,775) and start-up supplies (\$725) for their art room. It provides a place for persons with memory loss who live at home to go for two afternoons a week, three hours at a time at a charge of \$10 per hour (which, the application says, is a service offered nowhere else in the community). The program counters the participants’ pervading sense of isolation by offering: an hour of cognitive, creative and exercise activity; an hour and a half of art with an “artist in residence,” and a half-hour of further socialization or game and a healthy snack. PARTNERS has a Program Director and Artist in Residence and a group of trained volunteer “partners” who offer one-to-one connections with the participants.

**Criteria**

**Need.** This year’s application does not cite any community-wide survey indicating the need for services to clients with memory loss other than saying that “the disabled elderly are identified as a group in need.” However, last year’s application pointed to the following priorities identified in the SCAN Report: “Health care (physical and mental) ... vulnerable population ... support for those entering or making a transition (and offering) civic engagement for (its) clients.”

**One-Time Investment.** This is a request includes \$1,775 for equipment and \$725 for start-up supplies for the PARTNERS program. Ms. Gilbertson, in a phone call, indicated that the start-up supplies were their lowest priority of request and that the supplies will be funded in the future as they are now – with donations.

**Fiscal Leveraging.** This \$2,500 request would join annual revenue of about \$23,220 which is derived from tuition (\$17,500) and donations (\$4,820). There is a Director and an Artist in Residence (which were paid positions in 2008 receiving a total of \$20,000). There is an unpaid Volunteer Coordinator and Administrative Assistant and volunteers who provide about 1,850 volunteer hours in 2008. The First United Church provides space without charge.

**Broad and Long-Lasting Benefits.** The application says this investment will “be a lasting contribution to our vital program (and the equipment) ... will be used frequently and for many, many years to come.” The program, itself, improves the quality of lives for the participants and their families and enriches the lives of the volunteers.

**Cost**

<b>Amount Requested in Order of Priority</b>	
16 Chairs (@ \$50 / chair) <i>(which are critical for the comfort of their clients)</i>	\$800
Dance bar and brackets	\$150
Computer (used)	\$250
2 free-standing easels (@ \$20 /easel)	\$40
12 table easels (@ \$30/easel)	\$360
Free-standing gardening box	\$175
Linoleum block tools and paper blocks <i>(which are characterized as “start-up supplies”)</i>	\$725
<b>Total Amount Requested</b>	<b>\$2,500</b>

*Other Funds*

<i>Private donations and tuition used for 6 chairs, installing the dance bar, computer costs, and a pottery table *</i>	\$700
<b>Total Project Cost</b>	<b>\$3,200</b>

*\* PARTNERS received about \$23,220 in 2008 which was used for salaries, art supplies, and other program costs.*

**SSF Funding History**

2006	Denied	To fund the Partners Program	\$10,020
2008	Denied	One year scholarship for low income client to attend the PARTNERS program	\$1,200

**Mission** Girls, Inc. has been in Bloomington since 1975 with the mission of inspiring all “girls to be strong, smart, and bold.” It serves girls age 6 – 18 with quality, “research-based programs” in the areas of: career choice & life planning, self-reliance & life skills, health & sexuality, sports & adventure, leaders & community action, and culture & heritage appreciation. It transports and provides programs to girls after school, at summer and winter camps, and via sports leagues. In 2009, it will serve about 430 participants from a variety of households with approximately 45% coming from economically disadvantaged backgrounds and approximately 84% residing in the City.

**Project** Girls, Inc. is requesting \$3,745 in what it refers to as a pilot training initiative. Their new Director, Lee Ann Jourdan, said that training had been dropped from the budget a few years ago and she wanted to reinstitute it. The money would allow: 1) six staff to take CPR and First Aid training (at a cost of \$420); 2) the Center-based Program Specialist to gain professional development at a Program Director Institute in Indianapolis (at a cost of \$1,100); 3) the Director, Director of Programs, and Center-based Program Specialist to attend a Regional Conference in California in October (at a cost of \$1,625); and 4) the Director to attend a national conference in Washington, D.C. in April of 2010 (at a cost of \$600). The application argues that, despite the low priority JHSSF assigns to training initiatives, “well trained staff and volunteers are critical to our ability to provide high-quality programs and ensure that all girls and their families feel safe with Girls, Inc.”

**Criteria**

**Need.** The SCAN Report notes that 40% of families with household income of less than \$15,000 had a problem finding affordable after-school programs (as opposed to 19% of all households). The Report also suggested that youth facing economic difficulties have fewer appropriate role models. The application adds that adolescent girls feel more stress and use more alcohol (38% v 27%) and cigarettes (66% v 49%) than adolescent boys and, therefore, need programs that offer “healthy methods for dealing with stress.”

**One-Time Investment.** Girls, Inc. requests these “pilot” training funds in order to ensure staff is well prepared to help their clients and reach more families. In a call to clarify the plan for future funding, Ms. Jourdan said that they will focus their training in the areas of fundraising and capacity building to help them in this area and expect that the results will persuade their board to invest in training in the future.

**Fiscal Leveraging.** This \$3,750 request for training would be leveraged by an additional \$1,706 from the Indiana Youth Institute and other funds. It would be part of a \$215,000 budget that draws money from donations, grants, sponsorships and fees.

**Broad and Long-Lasting Benefits.** This request for training funds will help girls experience “caring adult role models and mentors” which, according to the SCAN Report, will make them “more likely to complete school, do better academically, make healthier life choice(s) and engage in fewer destructive behaviors.”

**Cost**

**Amount Requested in Order of Priority**

CPR Training (for six staff)	\$270
First Aid Training (for six staff)	\$150
Program Director Institute Costs (for Center-Based Program Specialist)	\$1,100
Regional Conference Costs (for the Director, Program Director and Center-Based Program Specialist in October)	\$1,625
National Conference Costs (for Director in April of 2010)	\$600

<b>Total Amount Requested</b>	<b>\$3,745</b>
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*Other Funds*

<i>Indiana Youth Institute</i>	<i>\$1,650</i>
<i>Girls, Inc.*</i>	<i>\$56.00</i>
<b>Total Project Cost</b>	<b>\$5,451</b>

\* *The Financial Statement indicates that the total revenue for Girls, Inc. in 2008 was about \$214,000.*

**SSF Funding History**

1996	Granted	Van Purchase	\$10,000
1998	Granted	Purchase equipment to implement Operation SMART	\$6,500
1999	Denied	Automatic Doors	
2000-June	Granted	For supplies and equipment for summer camp program and two car infant seats	\$2,303
2000-Oct.	Granted	For the Friendly PEERsuasion Program	\$2,500
2000-Oct.	Granted	For books, refreshments, and misc. equipment for after school reading (Reading Renegades) program	\$620
2002	Granted	To pay for the salary of the director of the after-school and summer youth programs.	\$15,000
2004	Granted	Pay a portion of the cost of one used bus	\$10,000
2006	Granted	To pay for personnel expenses for a half-time Program Specialist and purchase Commit to be Fit support materials.	\$1,950
2008	Denied	Teen Exploration College/Career Program	\$2,500



**Mission**

Habitat for Humanity of Monroe County (Habitat) is a non-profit, ecumenical Christian organization (affiliated with Habitat for Humanity International) with the mission of building simple, decent homes for and with people in need. They charge no interest, sell for no profit, and work with other housing organizations to eliminate homelessness and poverty housing in Monroe County. Since their inception in 1987, they have housed 87 low-income families (106 adults and 161 children) in Monroe County at a pace of 11 houses a year. In 2004, Habitat opened a ReStore facility to collect and resell second-hand building materials, fixtures and appliances with the goal of raising money for its mission and diverting usable items from the landfill. Just last year, the ReStore facility recycled 121.5 tons of building materials, raised about \$34,350 for Habitat, and accepted donations from at least 532 City residents (as evidenced by documentable receipts for their donations).

**Project** Habitat is requesting \$18,366 to pay for about half of the cost of a box truck with lift to be used to pick up donations. They currently borrow a truck and this purchase will allow them to expand their pick-up service from one day to six days a week (including Saturday, which is usually their busiest day). Please note that Habitat provided a second estimate for the truck after the application was submitted which increased the cost from \$36,731 to \$40,074 (or \$3,433 higher).

**Criteria**

**Need.** According to the application, the SCAN 2003 Report identifies the need for safe and affordable housing in our community, especially opportunities for home-ownership by low-income families. It recognizes the problems low-income households face obtaining conventional financing for housing, cars, and higher education. It also identifies the cost of maintaining a home as one reason low income households have “less money for essential needs.” (The application also mentions that about 43% of households with income of less than \$25,000 and about 28% of households with income of less than \$15,000 own their own homes.

**One-Time Funding.** This is a request to pay half of the cost of a box truck with lift gate which will increase donations to the ReStore facility.

**Fiscal Leveraging.** The \$18,366 request will be leveraged by \$70,922 from: IDEM for about half the cost of the truck; Corporation for National & Community Service and Habitat for the Americorps driver; Habitat for purchase and maintenance costs; and loading assistance from the homeowner partners.

**Broad and Long Lasting Benefits.** The new truck will increase by more than five times the capacity of ReStore to pick-up building material and appliances. These items will be sold at reasonable prices to those in need, raise money for the construction of more homes for low-income households in the community, and recycle tons of material that would otherwise go to waste.

**Cost – Amount Requested in Order of Priority**

½ price of truck with lift gate \$18,366 \*

<b>Total Amount Requested</b>	<b>\$18,366 *</b>
<i>Other Funds</i>	
<i>IDEM grant</i>	<i>\$18,366</i>
<i>Corporation for National &amp; Community Service (3/4 of Americorps Service Member)</i>	<i>\$25,000</i>
<i>Habitat (1/4 of Americorps Service Member)</i>	<i>\$9,000</i>
<i>Habitat will provide title, insurance, registration, maintenance and fuel</i>	<i>\$4,430</i>
<i>Homeowner Partner Hours</i>	<i>\$14,066</i>
<b>Total Project Cost</b>	<b>\$89,288</b>

\* Habitat provided a new estimate for the truck which was at \$40,074 rather than \$36,731 (or \$3,343 higher).

**SSF Funding History**

1995	Denied	Pave Habitat street	\$8,550
2000	Denied	Pay for Volunteer Coordinator	\$25,000
2005	Granted	Purchase items for Re-Store facility which sells donated construction materials and uses revenues for its operations.	\$10,000
2008	Granted	To help pay for the renovation of Campbell House for use by agency programs and staff	\$4,000

**Mission:** Harmony Education Center (Harmony) began in 1974 and has the mission “to foster educational and social equity by empowering all people involved with learning environments that work collaboratively in reflective democratic communities that create and support powerful learning experiences for everyone.” It has served as lead agency for Rhino’s Youth Center over the years.

**Project**

Harmony, in partnership with Mother Hubbard’s Cupboard and the Elm Heights Neighborhood Association, requests from \$7,695 to \$10,060 for its greenhouse. The request would either install a water line from the street with a meter (Alt #1 - \$7,365) or install a water line from the school (Alt #2 - \$3,245), along with obtaining a permit (\$100), hooking up a water line and installing a meter for City Utilities (\$330), insulating the greenhouse (\$400), adding heat, ventilation and water catchment (\$950), and building a garden shed (\$915). This approximately 12’ x 15’ greenhouse began as a Harmony student’s project and has grown to include a garden, stage, and public space in collaboration with Harmony students and their families, neighbors, IU fraternities and sororities, City, Center for Sustainable Living and others. It will: 1) provide a great classroom for youth and adults (and the community); 2) extend the growing season and, thereby, provide more food to low-income households (via Mother Hubbard’s Cupboard and Harmony School); and 3) engage the neighborhood in this project. In particular, about 297 low-income members of the Harmony community and about 597 low-income patrons of Mother Hubbard’s Cupboard would be eligible to receive the food. Please note that the presenter will provide more information on the amount of food that will produced each year.

**Criteria**

**Need.** The application states that the project “meets two SCAN findings: (1) meeting basic human needs – emergency shelter, hunger and clothing, and (2) civic engagement and volunteerism.” It also cites the Consolidated Plan for the need to fund agencies that provide emergency services (e.g. food) to low-income households.

**One-Time Investment.** This is a one-time investment in physical improvements to the Harmony School property.

**Fiscal Leveraging.** This request of between \$7,695 - \$10,060 will be leveraged by \$4,450 in volunteer hours provided by members of Harmony School, Mother Hubbard’s Cupboard, and other groups noted above who will tend the garden and maintain the facility. Harmony School will pay the related utility bills.

**Broad and Long-lasting Effects.** This facility will provide food to low-income households and continue to bring the neighbors together for many years.

**Cost**

**Amount Requested in Order of Priority**

Alternative #1: Add a water line from street to greenhouse with water meter and end with a yard hydrant	Alt #1 \$7,365
Alternative #2: Add a water line from inside school building to greenhouse and end with a yard hydrant	Alt #2 \$3,245
Add drinking fountain	\$350
Permit	\$100
Hookup water line to City Utilities with meter	\$330
Insulate the greenhouse	\$400
Add heat and insulation	\$800
Add water collection system and gutters	\$150
Construct tool shed	\$915

<b>Total Amount Requested</b>	<b>\$3,245 - \$7,365</b>
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*Other Funds*

*Volunteer labor* \$4,450

**Total Project Cost** **\$7,695 -  
\$14,510**

**SSF Funding History (Harmony as Lead Agency)**

1994	Granted	Rhino’s All Ages Club	Larger facility for adolescents' activities	\$5,000
1995	Granted	Rhino’s All Ages Club	Pilot outreach program	\$4,500
1997	Denied	Harmony School	Replace playground equipment	\$34,000
1997	Denied	Rhino’s Youth Center	Rent and Salaries to cover a cut in funding	\$10,000
1998	Granted	Rhino’s Youth Center	Operate Graffiti Clean-Up; operating costs	\$10,900
1999	Denied	Rhino’s Youth Center	Food and supplies for bike trip	\$3,000
2000	Granted	Rhino’s Youth Center	To construct a radio studio at center	\$2,000
2002	Granted	Rhino’s Youth Center	To buy A/V editing equipment for after-school program	\$8,264
2005	Granted	Rhino’s Youth Center	Construct bathrooms and upgrade heating and cooling system.	\$22,900
2008	Granted	Rhino’s Youth Center	To purchase chairs for Rhino's youth center	\$3,000

**Bridge Funding for Staff for Emergency Shelter Program**

**\$25,000**

**City residents served by this project in 2009:**

**194 (of 285)**

**Mission**

Martha’s House (MH) is a 28-bed facility whose mission is to provide safe shelter to men and women experiencing homelessness while they work to stabilize their lives. It opened in 2002 to continue emergency housing after Shelter, Inc. closed and incorporated as a not-for-profit in 2004. Since that time, it has provided food, clothing and shelter to 1,600 non-duplicated clients and provided over 38,000 nights of stay. MH runs two programs – Emergency Shelter, where clients can stay for as long as 120 days and Permanent & Supportive Housing (the Bridges Program), where clients can stay as long as they are meeting the requirements. MH staff work with clients in both programs to establish goals regarding employment, life skills, social services and housing and then evaluate their progress. In 2008, MH exceeded HUD benchmarks regarding consulting with clients, finding them stable housing, and improving their employment status.

**Project**

MH requests \$25,000 in bridge funding to cover the loss of about \$35,000 in funds from CDBG (\$25,000) and a significant drop in donations (over \$9,000) in the first quarter of 2009 for its Emergency Shelter Program. The request will be used to pay for the salaries and benefits of the Resident Advocates. In order to secure future funding, the agency has:

- (Through its board,) created a standing fund raising committee to develop a fund raising calendar, organize a signature fund raising event, create a quarterly newsletter, expand its donor list, and recruit community members in this effort;
- Identified local, state and federal agencies and private foundations as potential funding sources (and, in the course of that task, increased support from township trustees); and
- Used the demographics of its clientele to obtained funds from Department of Corrections for housing persons just released on parole and approach veterans' organizations for help with homeless veterans.

**Criteria**

**Need.** The SCAN Report recognized that homeless individuals and families: do not have access to enough affordable housing in this community; often have multiple problems that block their prospects for self-sufficiency; and, would benefit from more sheltering places. HAND’s 2005-2010 Consolidated Plan also calls for providing “funding to non-profit organizations that serve low-income individuals/families with their basic emergency needs: food, shelter and health care.” (p.74).

**One-Time Investment.** This is a request for bridge funding with the plan for future funding elaborated in the above “Project” section.

**Fiscal Leveraging.** This \$25,000 request will join \$43,545 in HUD funds, private donations and township and county support for the Emergency Shelter program. Please note that MH raised \$399,000 for all of its programs in 2008.

**Broad & Long-Lasting Benefits.**

MH provides emergency housing and self-sufficiency services to hundreds of persons each year. Through providing this bridge, homeless community members will continue to have a safe place to stay and a better chance at improving their lives.

**Cost**

**Amount Requested in Order of Priority**

Salaries for Resident Advocates	\$20,000
Health Insurance for Resident Advocates	\$4,500
Workers Compensation for Resident Advocates	\$500

<b>Total Amount Requested</b>	<b>\$25,000</b>
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*Salaries for Resident Advocates – EFSG (\$11,390), ESG (\$4,000), Township Trustee (\$15,000), and County Council (\$7,850)*

*Health Insurance – Donations* \$4,799.22

*Workers Compensation – Donations* \$515.74

**Total Project Cost** **\$68,544.96**

**SSF Funding History**

2004	Granted	Salaries and operational costs needed to operate 28-bed emergency shelter & facilitate a new self-sufficiency & outreach program	\$17,823
2005	Granted	Salary for Assistant Director and House Managers of the Emergency Shelter program	\$12,500
2006	Granted	To pay for personnel expenses for the Martha's House homeless shelter.	\$8,000
2007	Granted	To pay for a commercial washer and dryer for the emergency shelter.	\$2,400
2008	Granted	To cover personnel expenses as bridge-funding to operate shelter services	\$16,000

# MIDDLE WAY HOUSE

## Bunk Beds for Emergency Shelter

City residents served by this project in 2009:

Page # 87

\$ 10,554.70

130 (of: 250)

### Mission

To end violence, both structural and interpersonal, in the lives of women and children. From a crisis line in 1971, Middle Way House (MWH) grew in response to the identified needs of victims of abuse and now provides 24-hour crisis intervention, emergency shelter, transition and permanent housing, life skills development and personal growth activities, legal advocacy, pre-employment training, placement assistance and supported employment, comprehensive programming for children and youth, violence prevention and professional development training programs.

### Project

MWH requests \$10,554 to help fund the purchase of bunk beds, mattresses and mattress pads for the new emergency shelter, scheduled to open in autumn 2009. MWH is asking for fifteen bunk beds and thirty mattresses, as well as thirty mattress covers. Ten of the bunk beds will accommodate twin mattresses and five bunk beds will have a twin bed above and a full bed and mattress below.

The new shelter will be able to accommodate at least twenty-six and up to thirty women and children fleeing domestic violence.

MWH states that it requests these funds because “it cannot charge for any of its services, is shouldering constantly rising operation costs, and is facing changing priorities at the state level resulting in fewer grant awards and decreased funding through traditional grant sources.”

### Criteria

**Need.** MWH points out that the *Consolidated Plan* ranks services for battered and abused spouses a “high priority.” The *Plan* refers to MWH as part of an anti-poverty strategy, providing safety net offering self-sufficiency programs, case management services and appropriate counseling referrals. MWH writes that it “figures prominently in the City’s Continuum of Care, where shelter is considered first-stage housing in a plan that envisions transitional accommodations (which MWH provides), permanent supportive housing (we maintain one unite and are planning six more), and affordable housing for the working poor.”

**One-Time Investment.** This is a request for one-time funding. MWH notes that it has been using beds and mattresses in the current shelter since 1988.

**Fiscal Leveraging.** MWH is working with local business, *The Furniture Exchange*, to identify the beds that will best meet the needs of the MWH population. The cost of the beds is being offset by a discount by the Furniture Exchange.

### Broad & Long-Lasting Benefits

#### Cost Amount Requested – Ranked by Priority

10 twin/twin bunk beds	@ \$300 each	\$3,000
5 twin/full bunk beds	@ \$345 each	\$1,725
25 sealed twin mattresses	@ \$169 each	\$4,225
5 sealed full mattresses	@ \$219 each	\$1,095
25 single mattress covers	@ \$16.99 each	\$324.75
5 full mattress covers	@ \$16.99 each	\$ 84.95

<b>TOTAL AMOUNT REQUESTED</b>	<b>\$ 10,454.70</b>
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#### Other Funds

##### Donations

30 pillows @\$10/ea	\$335
25 twin sheet sets @\$24/ea	\$600
5 full sheet sets @\$32/ea	\$165
Total donations	\$1,100
<b>TOTAL PROJECT COST</b>	<b>\$11,554.70</b>

#### SSF Funding History

1993	Denied	Transitional housing project and day care center	
1994	Granted	Women's and children's transitional facility	\$35,000
1996	Granted	Child care facility	\$17,350
1997	Denied	Construction Fees	
1999	Denied	Interim Salary for Coordinator	
2000-June	Granted	To construct addition onto their shelter	\$10,000
2000-June	Granted	To buy and install security devices for two facilities	\$2,426
2000-June	Denied	Travel and Conference	
2000-Oct.	Granted	To buy an Industrial Grade document scanner for Confidential Document Destruction Program	\$3,211
2001	Granted	To support pilot childcare nutrition program/enterprise by paying salaries of cook	\$23,885
2003	Granted	Purchase thermal carriers; pots, pans, and food trays; and, dishwasher proof dishes and flatware in order to extend program to Area 10 Agency on Aging	\$4,100
2004	Granted	Pay a portion of salary and benefits for a Housing Specialist who will develop a cooperative housing program & facility for low-income women	\$7,500
2005	Granted	Steel ramp, tow bar loops, lifts for Confidential Document Destruction	\$10,000
2006	Granted	To pay for the personnel expenses of the Childcare Program Coordinator.	\$12,000.00
2007	Granted	To pay for salaries, taxes, and benefits for House Manager and weekend staff for the Emergency Shelter.	\$6,500
2008	Denied	Alternative Power and Energy for New Wings Community Partnership	\$55,000

**Mission**

Monroe County CASA (Court Appointed Special Advocates) provides advocacy services to children who are caught up in the local court system due to abuse and neglect. These services are provided by carefully selected and trained volunteers who operate with the coaching and supervision of paid staff. CASA’s goal is to hold parties accountable and ensure that children attain safe, permanent homes as quickly as possible.

Until February 2009, CASA was part of the umbrella agency, Family Services Administration (FSA). However, demand for CASA services and a change in State law<sup>1</sup> have exacted such a strain for CASA services, that CASA’s needs out grew FSA’s ability to provision for such needs. Therefore, in February 2009, CASA was granted 501(c)(3) status and is currently in the process of organizing itself as an independent entity.

**Project**

CASA requests \$8,789 in operational funds to help it bridge the short-term budget gap it will experience for three months as a result of becoming an independent organization.

Currently, CASA and FSA are working through the division of assets and liabilities accumulated over the course of 25 years. CASA writes, “[b]ecause of the schedule of grant payments, scheduled fundraising efforts and initiation of new leadership, the program needs a small pool of funds to close the gap” between dependence and independence. The increased need for CASA advocates paired with a change in State law that requires CASA to grow even more rapidly, has called for CASA’s independence from Family Services FSA.

CASA writes that independence as its own organization will give the organization will allow the organization to better meet the growing demand for its services and will provide greater visibility and identity and help it recruit even more volunteers to meet the growing need for child advocacy.

**Criteria**

**Need.** SCAN points out that “those working with children see an urgent need to streamline the system. Currently...CASA, estimates it is only serving 30% of the children who need their services There is growing concern that allowing time to pass before addressing a problem or settling a case can be especially detrimental to children who are still developing mentally, physically and emotionally.” CASA points out that while it is now serving a higher percentage of the abused and neglected children in Monroe Circuit Court since the SCAN report, these positive changes also encumbered the CASA program with a higher case load and minimal increase in funding. Of April 2009, CASA had 48 children on the waiting list for a volunteer. The staff is currently supervising 104 cases involving 185 children. Prior to 2008, CASA’s maximum case load was 75.

**One-Time Investment & Fiscal Leveraging.** CASA states that this is a one-time request intended to carry the organization through the transition from a program within a larger agency “to solvency as an independent non-profit corporation.” CASA states that it newly-formed Board of Directors is committed to financially supporting the agency through vigorous fundraising and grant writing efforts.

**Broad & Long-Lasting Benefits.**

CASA writes that child abuse has both immediate and long-term ramifications for the community, including significant financial burdens. According to recent research, maltreatment approximately doubles the probability of engaging in many types of crime. A U.S. Department of Justice audit of CASAs concluded that a “child with a CASA volunteer is less likely to reenter the child welfare system. The proportion of reentries is consistently reduced by half.” CASA points out that the “current financial instability of the country has a greater change to negatively impact the families and children CASAs serve which, in turn, will inevitably increase the demand from the community for child advocacy services.

**Cost**

*Amount Requested – Ranked by Priority*

Initial Independence Need for first three months:

Occupancy	\$ 6298.00
General Operating	\$ 13705.00
Payroll	<u>\$40,365.00</u>
Expected Expense Total:	\$60,368.00
Expected Income Total:	- \$51,579.00

<b>TOTAL AMOUNT REQUESTED</b>	<b>\$ 8,789.00</b>
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**SSF Funding History**

1995	Denied	Renovation for office, conference room and storage	\$2,500
2000	Granted	Hire staff for tracking services and measuring outcomes	\$3,200

<sup>1</sup> In 2005, State law changed to require that the court appoint either a Court Appointed Special Advocate or a Guardian Ad Litem attorney for every child who comes before the court due to allegations of abuse and/or neglect. This has created a higher demand on the CASA program, its volunteers and its budget. In the past, the court had room for discretion on assigning a CASA. Now that we are assigned to every Child In Need of Services case, the need for more volunteers is even greater.

**MOTHER HUBBARD'S CUPBOARD**  
**Cargo Van for Food Pantry Program**  
**City residents served by this project in 2009**

**Page # 107**  
**\$28,656.51**  
**4,607(of 7,809)**

**58,865 total services to City residents (of 99,771 total services)**

**Mission**

Mother Hubbard's Cupboard is a community food pantry whose mission is to provide wholesome, healthful food to people in need as well as nutrition and gardening education and to provide services in ways that build community while enhancing the dignity, respect and self-care of all involved.

In 2008, MHC provided food to 6,791 unduplicated clients for 86,758 (duplicated) total instances of services (a bag of groceries), redistributed a record 770,000 pounds of healthy food. MHC is the largest agency partner of HHFB, distributing 31% of HHFB's food in 2008. In 2008, MHC saw and met a 16% increase in demand. All of MHC's clients meet CDBG income eligibility guideline; one-third of its clients are children under 18, 5% of our clients are ill or disabled and 49% of MHC clients consider themselves temporarily or permanently unemployed.

**Project**

MHC requests \$28,656.51 for the purchase of a one-ton Chevrolet Express Cutaway food delivery cargo van with a 12' box for cargo for its Food Pantry Program. As MHC states, it transports food from HHFB to the MHC site 3-4x/week – a large working cargo van is a vital part of getting food to this key community distribution site. MHC currently owns a 1992 Ford E-250 Econoline Van it acquired in 2006. The van has over 105,000 miles and has regular and mounting lists of repairs and poor fuel efficiency and lacks important safety features. Additionally, the suspension of the current van is often overloaded due to the daily weight of the food MHC transports to its pantry. The requested van offers twice the cargo volume and can haul twice as much cargo weight as MHC's current van. This will allow MHC to load more in one trip. The requested van also enjoys considerably better mileage – 12 MPG (city) compared with the current van's 7 MPG.

**Criteria**

**Need.** As spelled out in both the *SCAN Report* and the HAND Department's recent, *Consolidated Plan*, emergency food services are one of the community's urgent social service needs. MHC cites the *Plan's* priority to "provide funding to nonprofit organizations that serve low-income individuals and families with their basic emergency needs: Food, shelter and health care...several organizations, including Community Kitchen, HHFB, MHC, and Shalom Center, work hard to combat hunger in our community. Many of these programs are funded with CDBG funds...It is difficult to surmise what would happen if their current level of funding were to fall ..." SCAN states that "food is a fundamental human need" and reports that 17% of all households and 50% of low-income households reported problems having enough money for food. Similarly, the Monroe County United Way located access to food as one of its essential priorities.

**One-Time Investment** This is a request for one-time funding.

**Fiscal Leveraging** MHC has secured \$4,576.85 toward the purchase of the requested van: a \$2,576.85 Dealer Discount from Curry Auto Center; a \$1,000 GM incentive and \$1,000 in private contributions.

**Broad and Long-Lasting Benefits.** MHC writes that JHSSF support for this van will help the organization continue to increase the quantity and quality of food accessible to low-income residents. However, in light of a nationwide increase of 4.7% in the cost of food over the last year coupled with increases in utilities, local job loss and elimination of overtime pay and reduction of benefits, MHC writes that more residents need help meeting basic living expenses. MHC aims to decrease food insecurity while supporting community nutrition. MHC also states that its pantry has long-term effects such improved health, lower health care costs, improved employment and education and an overall improvement in the quality of life. This van will "greatly enhance" MHC's ability to administer the Food Pantry program by enabling staff and volunteers to select and transport a greater volume and weight food – food required to meet increased client demand.

**Cost**

Van: chassis	\$27,143.36
Van: box unit	\$ 6,090.00
Less incentives & donations	- \$ 4,576.85

<b>TOTAL AMOUNT REQUESTED</b>	<b>\$28,656.51</b>
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*Other Funds*

<i>Dealer Discount</i>	\$ 2,576.85
<i>GM Incentive</i>	\$ 1,000.00
<i>Private Donation</i>	\$ 1,000.00
<b>TOTAL PROJECT COST</b>	<b>\$33,233.36</b>

**SSF Funding History**

1999	Granted	Refrigeration unit	\$1,029
2000-Oct.	Granted	To establish a new Southside food pantry in concert with the Community Kitchen and the Perry Township Trustees	\$9,000
2002	Granted	To fund a new nutrition education program	\$5,000
2006	Granted	To pay for the purchase and installation of one two-door freezer unit and one two-door refrigeration unit.	\$6,670
2008	Granted	To provide bridge-funding to pay for salaries to operate the Mother Hubbard's Cupboard community food pantry	\$24,000



# MY SISTER'S CLOSET

## Storage Solutions to Support Expansion of My Sister's Closet (Pilot)

\$ 2,503.92

City residents served by this project in 2009

122 (of 124 voucher recipients)

49 (of 50 seminar participants)

490 (of 500 regular customers)

### Mission

My Sister's Closet (MSC) is an outlet for new and gently-used women's professional clothing. Its mission is to assist women of low-income to achieve self-sufficiency by providing free workforce attire for interviewing and job placement. The long-term goal of MSC is to promote opportunities for women's economic and job stability.

### Project

MSC request \$2,503.92 for a more conveniently-located storage space for donated clothing and 8 sets of clear storage boxes. (Requested space is located at Storage Express, 222 W. Allen)

Since its founding in 1998, MSC has served over 500 low-income women in Monroe and Owen Counties. MSC intends to grow its program by providing more free-clothing vouchers to women experiencing the following: domestic violence, home displacement, low-income, recently-released prisoners, physical/mental disabilities rehabilitation assistance and homelessness. Currently, MSC provides resale store services voucher recipients and the general public in a 600 square-foot area – a space that is partly consumed by a handicapped bathroom, three dressing rooms and a clerk space. MSC states that it has received “an abundance of high quality clothing and accessories” from the community, but is challenged to find a convenient and efficient space to store all the donations. Currently, MSC uses an off-site storage facility to house its off-season merchandise. The storage facility is 1.90 miles and about 20 minutes round trip from MSC with traffic. MSC regularly makes trips between the storage site and the store (sometimes several times a day) and twice a year, over a three-day period, engages in a substantial seasonable switchover involving dozens of volunteers.

The proposed new storage site will be 1.80 miles closer to MSC than the current storage site (about 18 minutes closer) and will allow MSC to serve more people more effectively by reducing the time spend running between facilities to retrieve clothing each day. Oftentimes, MSC is called upon to dress a client for an interview within a narrow window of time, one in which MSC must work with a client's bus schedule, child care schedule, etc. Given this time frame, and the limited storage capacity of the store, MSC is sometimes challenged to fit a client with right size and type of clothing. A much closer storage facility will allow them to pull clothing when it is actually needed by a client and will allow MSC to have a handier supply of appropriate sizes and type of clothing and allow MSC to keep its inventory in the store to a more manageable level & provide more efficient use of its retail space.

Currently, MSC is paying \$120/month for the more distant storage space. If granted funds for the more proximate space, MSC will use the money previously devoted to storage rental to marketing efforts to increase the organization's visibility.

### Criteria

**Need.** The 2005 US Census estimate suggests that the number of women in poverty is larger than ever while the number of families receiving welfare benefits has plummeted. Many women in Monroe County face limited opportunities for employment and economic growth. MSC states that “the current economic crisis has only exacerbated this condition, making recovery hardest for those already most vulnerable in our local community; similar hardship has spread to other who previously had the resources to weather economic stress.”

**One-Time Investment.** The request is for a one-time investment to help MSC provide more efficient and effective services as it grows its voucher program. The long-term goal of MSC is to secure a more adequate retail space wherein a separate storage facility is no longer needed. Toward this end, the organization has established a building fund for the ultimate procurement of a site.

**Fiscal Leveraging.** Perry Township trustees provide MSC housing in their annex. MSC partners with over 20 different local agencies to collectively serve the needs of women in the community wrestling with job placement, basic nutritional requirements and shelter assist women. MSC's partners include: the Community Kitchen, Martha's House, Middle Way House, New Leaf, New Life and The Shalom Center. The proceeds from store sales are used as seed money to purchase items needed to conduct additional fundraising and to promote public awareness of our mission.

**Broad & Long-Lasting Benefits.** MSC writes that “[t]he proposed project will serve to widen the presence of [MSC] in the community and strengthen our efforts to become self-sustaining. The long-term significance of the project is: (1) to make a difference in the lives of individual women and their families by supporting efforts to ensure their economic security and (2) to serve as a model of women helping women by encouraging others to become directly or indirectly involved, whether donating clothes, time, skills, and financial assistance and/or advocating to affect social change.”

### Cost --Amount Requested – Ranked by Priority

10x20 storage facility at Storage Express (\$182/mo x 12 months)	\$ 2,184.00
Sterilite 66 qt. clear storage boxes	
Set of 4 @\$39.99 x 8 sets	\$ 319.92

<b>TOTAL AMOUNT REQUESTED</b>	<b>\$ 2,503.92</b>
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### Other Funds

<b>TOTAL PROJECT COST</b>	<b>\$ 2,503.92</b>
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### SSF Funding History

1999	Denied	wages, rent, credit card processing, parking stickers & loan repayment	\$25,000.00
2001	Granted	To purchase display, tagging & laundry equipment for clothing donation program	\$ 1,130.00
2003	Denied	Re-open retail and service facility	\$ 9,959.77
2007	Granted	To purchase equipment for resale store of women's workforce clothing and a display case to inform the public about the program.	\$ 2,500.00
2008	Denied	Supporting Progress Towards Women's Economic Self-Sufficiency (VISA volunteer)	\$13,200.95

**Mission.** New Leaf-New Life (NL-NL) was founded in 2005 to provide services to jail inmates and released persons and their families to facilitate reentry and productive, contributing roles in the community. NL-NL manages programs in the Monroe County Correction Center aimed at preparing inmates for their release to the community as well as transition services and aftercare programs for those recently released from jail.

**Project.** NL-NL requests \$16,584 in bridge funding to fund two months of NL-NL’s operations. NL-NL lost its primary source of funding from the Indiana Criminal Justice Institute (ICJI), in part due to federal cuts made in 2008 and in part, because of an administrative misunderstanding with the County. According to NL-NL, the organization was owed \$30,000 by ICJI and the County was to submit invoices to the State for re-imbursement. Due to the elimination of staff at the County, the invoices were not submitted properly to ICJI and ICJI stopped the re-imbursements. Eventually ICJI called for an audit and froze the grant funds. As a result of the confusion, NL-NL was turned down for 2009 ICJI funds. However, after determining NL-NL was not at fault, ICJI unfroze the 2008 funds and allowed an extension of use of funds until July 2009. NL-NL requests bridge funds to operate its program for two months after the ICJI money is exhausted. The bridge would provide for operations both within and outside the jail.

**Inside the Jail:**

- The Transition Program – Assists inmates, former inmates and family members with the practical needs during their transition back into the community including locating housing, employment and health care.
- Addicts in Recovery Community—Assists with recovery from substance abuse and addiction
- The Intake Program – Weekly discussion group of 45 men focusing on recovery, problem solving and coping.
- Enrichment Program –Weekly creative writing class for men and writing class for women 2-3x/week.

**Outside of the Jail:**

- CrossRoads -- Two support groups who meet weekly to discuss challenges confronted by many ex-inmates.
- The A+ Group – Weekly support group for those who had participated in the Addicts in Recovery Program.
- Shalom Program – NL-NL staff provide counseling to former inmates who come to Shalom frequently.
- Work One – A designated cubicle where staff hold office hours to help ex-inmates with job searches.
- Clothing Program – NL-NL has started a clothing program for people transitioning out of incarceration.

**Criteria**

**Need.** SCAN points out that incarceration is identified as one of the “triggering” events that can result in homelessness and hunger. NL-NL prepares inmates for release by locating employment opportunities, available housing or shelter, public assistance, and other resources and continues to work with the inmate after release to provide support, assistance and fosters economic self-sufficiency. NL-NL points out that in 2008, it helped 54 ex-inmates find jobs and helped 48 find housing.<sup>2</sup>

**One-Time Investment.** This request for bridge funding will keep the program operating for two months after July. NL-NL states that it is actively pursuing multiple grants to sustain the organization beyond the Hopkins bridge. It has submitted grants to Vectren Foundation for two months worth of operation and to Monroe County CARES, Inc. for twelve months worth of supplies. It also intends to apply for a new federal grant offered to *Second Chance Act*<sup>3</sup> grants for re-entry programs.

**Fiscal Leveraging.** NL-NL has 60 volunteers who volunteer a total of 500-600 hours a month. Office space is provided to NL-NL free of charge by the Monroe County Jail and Work One.

**Broad & Long-Lasting Benefits.** NL-NL points out that reduced recidivism leads to increased public safety, lower crime and lower costs for the community. The long-term effect of NL-NL “will be a significant reduction in recidivism and jail overcrowding, as well as a positive impact on children of incarcerated parents so that they do not repeat the same mistakes of their parents. A national survey has shown that children of incarcerated parents are 7 times more likely to wind up in jail when they are older than children of parents who are law-abiding citizens.”

**Cost -- Amount Requested – Ranked by Priority**

Operations – 2 months

Program Director	\$ 6,932 (@\$3,466/month)
Volunteer Coordinator	\$ 3,466 (@1,733/month)
Outside Transition Coordinator	\$ 1,732 (@\$866/month)
Inside Transition Coordinator	\$ 1,732 (@\$866/month)
Executive Director	\$ 1,732 (@\$866/month)
Supplies	\$ 500 (@\$250/month)
Life Insurance	\$ 490 (@\$245/month)

<b>TOTAL AMOUNT REQUESTED</b>	<b>\$ 16,584</b>
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*Other Funds*

Monroe County CARES	\$ 3,120 (pending – for 12 mos of supplies)
Vectren Foundation	\$16, 584 (pending)
Other grants	\$63,216 (NL-NL intends to apply for: Second Chance grant; ICJI funds; Veatch Program money & Community Foundation.)
<b>TOTAL PROJECT COST</b>	<b>\$ 99,504</b>

**SSF Funding History**

2005	Denied	Personnel, office, office supplies	\$10,000
2006	Denied	Inmate Transition Program	\$23,000
2007	Denied	Families & Child. of Incarcerated Parents	\$14,100
2008	Withdrawn	Hal Taylor House	\$ 6,270

<sup>2</sup> Note that these figures are only for those ex-inmates who are tracked. NL-NL writes that many others were counseled, but the results of such counseling are not known as the clients did not report back to NL-NL. The organization is currently developing a tracking system to measure the success of its programs.

<sup>3</sup> Section 211 of the Second Chance Act (42 U.S.C. § 17531) authorizes the Department of Justice to make grants to nonprofit organizations and Indian tribes for the purpose of providing mentoring and other transitional services essential to reintegrating individuals released from prisons or jails into the community. The mentoring grants are authorized at \$15 million per year, though the annual appropriations process will determine the actual funding level of the program. On March 11, 2009, President Obama signed in to law an omnibus appropriations bill for fiscal year 2009 which provides \$10 million for Section 211 grants.

**Mission**

The Shalom Community Center is a daytime respite and resource center for residents of Bloomington who are living in poverty and experiencing its ultimate expressions: hunger, homelessness, and lack of access to health care and basic life necessities. Its principal purpose is to serve as a front door to the larger community and the institutions which can help bring stability and a greater degree of self-sufficiency to those in need. The Center employs a low-barrier outreach model, which is considered to be best practice on a national level. This model includes the delivery of a continuum of onsite social services by area agencies, the provision of basic life supports, and the utilization of an asset-based, client centered approach to employment. Shalom’s overriding goal is to maximize opportunities for all people to develop their assets and talents to the fullest extend possible and to take responsibility for their own lives.

**Project**

Shalom Center requests \$18,000 in bridge funding to provide emergency hunger relief through its *Hunger Relief Program*. The Program provides breakfast and lunch, Monday through Friday and a weekly food pantry is held every Wednesday afternoon.

The Center points out that it has experienced a significant increase in demand for its hunger relief programs. In 2008, the Center served 868,521 meals through its breakfast and lunch program – a 20% increase over 2007. The Center’s Templeton-Shalom Family Market, a weekly food pantry focused on addressing family food needs, experienced marked growth for the second year in a row. In 2008, the Family Market provided groceries and supplies to 2,228 families, representing 8,389 men, women and children – a 54% increase over 2007. Shalom attributes this increased demand to the current economic climate and states that its first quarter figures show similar double-digit percentage increases.

Based on the past few years and current indicators, Shalom projects to serve 80,000 meals and provide groceries to 12,000 people in 2009. While Shalom’s board increased the Center’s budget line for food purchases by \$7,000 this year, this increase is insufficient to meet the increased demand for food. The funds requested from the Jack Hopkins fund will help Shalom meet its projected need.

**Criteria**

**Need.** SCAN indicates that approximately 25% of Monroe County residents live in poverty or at serious economic risk. Shalom primarily serves the community’s most vulnerable citizens experiencing hunger & homelessness.

**One-Time Investment.** The bridge funding requested addresses a hunger emergency brought about by changing circumstances – the current economic climate has caused a marked increase in demand for hunger relief.

**Fiscal Leveraging.** The funds requested constitute 25% of the hard (cash) cost of this year’s Hunger Relief Program. JHSSF funds will be multiplied more than 22 times by funds and in-kind donations. Shalom also receives over 5,500 hours of volunteer time contributed by kitchen and food service workers.

**Broad & Long-Lasting Benefits.**

“This one-time investment will provide significant hunger relief for Bloomington’s most vulnerable citizens.”

**Cost** *Amount Requested – Ranked by Priority*

Bridge Funding for Hunger Relief Program	\$18,000
<b>TOTAL AMOUNT REQUESTED</b>	<b>\$ 18,000</b>

*Other Funds*

Grants & Individual Contributions for staff salaries	151,552
In-kind provision of rent-free space and kitchen equipment- First United Church	25,520
In-kind provision of free food	200,000

**TOTAL PROJECT COST** **\$395,072**

**SSF Funding History**

2003	Granted	Pay for six phone sets and install three new phone lines at its 219 East 4th Street facility	\$1,900
2004	Granted	To pay for a part-time Food Service Coordinator to expand its breakfast & lunch program as well as train & provide work experience	\$5,500
2005	Granted	Vertical lift for Shalom Center annex at 110 S. Washington St.	\$9,000
2006	Granted	To purchase a communication system and a technology system network that includes both server and software to be installed at 110 S. Washington	\$7,809.18
2007	Granted	To purchase and install a three-compartment deep well sink and convection oven for the Shalom Community Center currently located at 219 E. 4th Street.	\$5,450
2008	Granted	To purchase and install food service equipment for the Shalom weekday food program	\$11,080

**Mission**

Stepping Stones, Inc. (SSI) is an independent nonprofit that provides transitional housing and supportive services to youth aged 16-20 who are experiencing homelessness. Its mission is to provide a supportive community that encourages young people to make decisions that positively affect their lives.

**Project**

SSI requests \$20,044 in pilot funding for the expansion of its Community Center and the expansion of its staff. The funds will be used to pay for one year’s rent, down payment and added insurance costs for a new two-bedroom apartment as well as payroll and added costs to add a second Resident Assistant (RA) to its staff. Both the expansion of staff and the Center are identified in the organization’s 5-year Strategic Plan as first steps toward housing and serving more needy youth. Hopkins funds will allow SSI to strengthen and stabilize staff in preparation for housing expansion.

- Expansion of the RA position

SSI requests \$8,719 to add a second RA to its staff. Currently, SSI operates with just one RA working 30 hours a week. In effort to expand their services to more youth, SSI wants to grow the one-person, one-year RA position into a two-person, two-year position. One position will be a Senior RA, working 35 hours/week and the second position, the Junior RA, will be a resident-in-training intern and will work 25 hours a week and will move into the Senior RA position in the second year. SSI points out that the role of the RA is a high-intensity, high-demand one: assistance, case management, supervision, evening activities, etc. The addition of a second RA will allow SSI to provide more services to youth by proving more stability and in-depth services to current residents and allowing SSI to expand services to former residents and other at-risk youth.<sup>4</sup>

- Expansion of Community Center

SSI requests \$11,325 to rent an additional two-bedroom apartment to house the two RAs. SSI has operated out of the same 3-bedroom apartment in College Mall Apartments since the organization was founded in 2005. This apartment has served multiple functions: it serves as the administrative office, houses the organization’s one RA, is the space where youth congregate for counseling, tutoring and receive case management, site of group meetings, workshops, a computer lab, social gathering space and a space for youth to do their homework. In order to grow its staff by the addition of a second RA and in order to work toward providing more services to more youth, SSI wishes to move the RA positions out of the small bedroom in this apartment into a two-bedroom apartment in the same apartment complex. Freeing up the third bedroom in SSI’s current space will allow SSI to create a “Resident Lab” in which SSI encourages residents, friends of residents, former residents and other at-risk youth to utilize the space for homework, job-related activities, program-related activities and requirements as well as provide a safe place for all youth to experience community and receive case management.

SSI points out that only after it grows its staff can it grow its housing initiative to serve more youth. SSI hopes to expand its housing for residents within 18 months. While the long-term goal of the organization is to purchase a facility of its own, the first phases of its expansion initiative will involve renting a few more apartments to house more residents. After it engages in the early steps of expanding staff, it hopes that its configuration will include: five two-bedroom resident apartments, one two-bedroom RA apartment and one three-bedroom community center/office.

**Criteria**

**Need.** SSI cites the *Consolidated Plan* for support that, “[t]he lack of housing and necessary services provided to homeless adolescents was identified as a “critical problem” by the Housing Network of Region 10 (115) and an essential aspect of the community’s long-range planning. In response to the public service category “05D Youth Services” being given a “high priority”(72) and the identified “Need for a residential mentoring program for ‘runaway’ or ‘throwaway’ teens who are struggling to survive.” SSI is the only organization in the County devoted solely to addressing the needs of this population.

**One-Time Investment.** This request is largely a request for pilot funds to get their expansion effort off the ground. It is also partially a request for bridge funding as they’ve lost their AmeriCorps Health Coordinator. SSI states that, as this expansion is identified in its 5-year plan, the SSI board is committed to raising the money it needs to continue to rent the second apartment. In 2008, SSI added three to-be-annual fundraisers and increased its fundraising projections by 10% for 2009. Also in 2008, SSI added a second full-time staff member who is dedicated to fund development and donor cultivation. SSI is currently in the process of United Way certification and is applying for Neighborhood Assistance Program (NAP) tax credits. As stated above, the long-term goal of the organization is to purchase a facility to house the program.

**Fiscal Leveraging.** As noted in the budget below, SSI has secured funding from HUD, Indiana University and Stepping Stone for 54% of this project. In interest of expanding resident housing, SSI is in the preliminary planning stages of some different housing configurations established through partnerships with the Bloomington Housing Authority.

**Broad & Long-Lasting Benefits.** Through housing, education encouragement and attainment, vocational planning, and other life skills training, SSI advises that it provides the most vulnerable of the economically disadvantage population an opportunity to succeed as adults. While SSI meets this need through its current programming, there is still a great unmet need. SSI states that by helping troubled youth complete high school and increasing their earning potential and by providing these young people a safe and nurturing environment and by reducing the pressure on alternative systems like foster care, juvenile and adult corrections and emergency systems yields healthier and more productive citizens and a healthier community.

**Cost -- Amount Requested – Ranked by Priority**

Housing costs (rent, utilities, deposit)	\$11,325
Payroll expenses	\$7,319
Added payroll costs	\$1,400

<b>TOTAL AMOUNT REQUESTED</b>	<b>\$ 20,044</b>
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\$ 19,050 (HUD Grant -- confirmed)
\$ 3,980 (Indiana University – pending)
\$ 834 (Stepping Stones -- confirmed)

**TOTAL PROJECT COST**

\$ 43,908

**SSF Funding History**

2006	Denied	Incentive Project		\$4,598.00
2007	Granted	Tutoring and back-to-school supplies for the Tutoring program.	\$1,314.00	
2008	Granted	Independent Living Project – household items, books, supplies, fees		\$5,000.00

<sup>4</sup> Furthermore, SSI expects to lose a Health Coordinator position is currently funding through the Americorps program. This is a key volunteer position to the SSI “Health and Wellness Program” and is responsible for coordinator with food stamps, Medicaid, health visits, nutritional education and physical activities. With the loss of this position, SSI plans to add hours to the RA position and task a RA with these coordination duties.

**Mission**

“The Villages champions every child's right to a safe, permanent and nurturing home. We are committed to strengthening all families and embracing the dignity and diversity of every child, youth and family served.”

**Project**

The Villages is requesting funds to update its primary curriculum for its *Healthy Families* program. The Villages assumed the administration of *Healthy Families* in 2006. Prior to this time, the program was run by another agency.

*Healthy Families* is a home-based family support program designed to promote healthy child development and enhance family functioning in overburdened families of newborns in Monroe County. *Healthy Families* is designed to promote positive parenting, enhance child health and development and prevent child abuse and neglect. This initiative is modeled on *Healthy Families America*, a researched based program with proven outcomes for the reduction of serious incidents of child abuse and neglect with families who participate in the program.

The program is free and voluntary and receives most of its referrals from the Indiana Women, Infants and Children (WIC) program and the Bloomington Hospital. There are no income guidelines for participation; instead, participants are selected based on the presence of certain risk factors, such as childhood history and knowledge of child development. The program begins prenatally or within 90 days after birth. A Family Support Worker visits at least once a week for up to one year to establish support systems, teach problem-solving skills and enhance positive parent-child interaction. A family is eligible to receive support for up to five years.

The Villages uses the widely-engaged “San Angelo” curriculum model. The Village’s current curriculum dates to 1996 and it wishes to replace this curriculum with the most recent 2006-2007 model. The updated model provides current information on child development practices and activities and focuses on parenting needs such as: healthy parent-child relationships, developmental stages, health and safety needs, brain stimulation and building self-esteem.

As Spanish speakers comprise ~5% of the *Healthy Families* participants, the Villages would like to purchase the curriculum in both English and Spanish.

The curriculum is separated out into two parts: that for parents of children 0-36 months & for parents of children 37-72 months.

**Criteria**

**Need.**

The SCAN Report points out the need to provide outreach services to the community that focus on parenting education and health information. From SCAN: “Greater support and recognition of the challenges of parenting is required, along with efforts to develop parenting skills, regardless of income level.”(p.75)

**One-Time Investment.**

This is a request for one-time funding for updated curriculum. The Villages spoke with the drafters of the curriculum who advise that there is no major re-write of the curriculum scheduled for at least the next three years. Any minor updates would be distributed to current users of the curriculum free of charge over the next several years. Villages writes that it intends to use this curriculum for “many years.”

**Fiscal Leveraging.** *Healthy Families* partners with many community agencies to ensure quality delivery to all participants. Agencies with which *Healthy Families* has current Memoranda of Understanding include: Bloomington Hospital, WIC, Family Solutions, Crisis Pregnancy Center, Hoosier Health Wise, City of Bloomington (CFR), First Steps, Catholic Charities, Head Start, Milestones, Monroe County Wraparound, Purdue Extension, Templeton/Shalom FRC and Work One.

**Broad & Long-Lasting Benefits.**

The Villages writes that “*Healthy Families* is designed to promote positive parenting, enhance child health and development and prevent child abuse and neglect.” By giving inexperienced or otherwise at-risk parents the tools they need to help raise their child, they aim to foster healthier children, families and communities.

**Cost -- Amount Requested – Ranked by Priority**

Full set: <i>Healthy Families</i> Curriculum (0-36 & 37-72 months) – English	\$ 924.00
Full set: <i>Healthy Families</i> Curriculum (0-36 & 37-72 months) – Spanish	\$ 924.00
Shipping & Handling	\$ 30.00

<b>TOTAL AMOUNT REQUESTED</b>	<b>\$ 1,878</b>
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<i>Other Funds</i>	\$ 0
<b>TOTAL PROJECT COST</b>	<b>\$ 1,878</b>

**SSF Funding History**

2005	Withdrawn	Safety fencing for pre-schoolers (found a private donor)	\$2,333.76
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FUNDING AGREEMENT  
CITY OF BLOOMINGTON - JACK HOPKINS  
SOCIAL SERVICES PROGRAM

«Agency\_Name»

This Agreement entered into on \_\_\_\_\_, 2009 at Bloomington, Indiana, between the Common Council of the City of Bloomington, Indiana, hereinafter referred to as the "City," and «Agency\_Name», hereinafter referred to as the "Agency," provides for the following:

Whereas, the Jack Hopkins Social Services Program Funding Committee (Committee) reviewed Agency applications, heard their presentations, and made funding recommendations to the Common Council;

Whereas, the Common Council adopted Resolution 09-13 which provided funding to this Agency in the amount and for the purposes set forth in Section 1 of this Agreement;

Whereas, the resolution also delegated the duty of interpreting the funding agreement for the City to the Chair of the Committee; and

Whereas, in interpreting the Agreement, the Chair may consider the purposes of the program, the application and comments by Agency representatives, and statements made by decision-makers during deliberations.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

I. USE OF FUNDS

Agency agrees to use Agreement funds as follows:

II. TIME OF PERFORMANCE

The last claim for expenses under this Agreement must be filed before «Date». Upon request from the Agency, the deadline may be extended for good cause by the Housing and Neighborhood Development Director of the City. Said request must be submitted in writing at least two weeks prior to the deadline set forth in the first sentence or as that date has been extended by the Housing and Neighborhood Development Director. The Director may not extend the deadline beyond April 2, 2010.

### III. PAYMENT PROCEDURES

It is expressly agreed and understood that the total amount to be paid by the City under this Agreement shall not exceed \$«Received». Claims for the payment of eligible expenses shall be made against the items specified in Section I, Use of Funds.

The Agency will submit to the City a claim voucher pursuant to City's claim procedures and deadlines for the expenditures corresponding to the agreed upon use of funds outlined above. Along with the claim voucher, the Agency will submit documentation satisfactory to the City, at the City's sole discretion, showing the Agency's expenditures.

The Agency agrees to make its best efforts to submit claims on a monthly basis and also agrees to submit claims for its June, July, and August expenditures no later than the end of September and to submit claims for its September, October, and November expenditures no later than November 30, 2009.

In the event the award includes money for operational costs (i.e., to cover ongoing expenditures such as rent, utilities, salaries, etc.), the Agency agrees to submit a one page evaluation of the program to the City on or before the date it submits the final claim voucher.

### IV. ADMINISTRATIVE REQUIREMENTS

#### A. Accounting Procedures

The Agency agrees to use generally accepted accounting procedures and to provide for:

- (1) Accurate, current, and complete disclosure of the financial component of its activities;
- (2) Records which identify adequately the source and application of funds for City supported activities;
- (3) Effective control over and accountability for all funds, property, and other assets;
- (4) Adequate safeguarding all such assets and assurance that they are used solely for authorized purposes;
- (5) The City to conduct monitoring activities as it deems reasonably necessary to insure compliance with this Agreement; and
- (6) Return of the funds received under this Agreement that the City determines were not expended in compliance with its terms.



B. Access to Records

The Agency agrees that it will give the City, through any authorized representative, access to, and the right to examine, all records, books, papers or documents related to the funding provided by this Agreement, for the purpose of making surveys, audits, examinations, excerpts, and transcripts.

C. Retention of Records

The Agency agrees that it will retain financial records, supporting documents, statistical records, and all other records pertinent to the funding provided to the Agency for a period of three years from the termination of this Agreement pursuant to Section VII or VIII.

V. GENERAL CONDITIONS

A. Independent Contractor

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Agency shall at all times remain an “independent contractor” with respect to the services to be performed under this Agreement. None of the benefits provided by an employer to an employee, including but not limited to minimum wage and overtime compensation, workers’ compensation insurance and unemployment insurance, shall be available from or through the City to the Agency.

B. Hold Harmless

The Agency shall hold harmless, defend and indemnify the City from any and all claims, actions, suits, charges and judgments whatsoever that arise out of the Subrecipient’s performance or nonperformance of the services or subject matter called for in this Agreement.

C. Nondiscrimination (for agencies receiving grants in excess of \$10,000)

Agencies receiving grants in excess of Ten Thousand Dollars (\$10,000) shall be subject to Section 2.21.000 et seq. of the Bloomington Municipal Code. Unless specific exemptions apply, the Agency will not discriminate against any employee or applicant for employment because of race, color, religion, ancestry, national origin, sex, disability, sexual orientation or gender identity. The Agency will take affirmative action to insure that all employment practices are free from such discrimination. Such employment practices include but are not limited to the following: hiring, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The Agency agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the City setting forth the provisions of this nondiscrimination clause.

D. Living Wage Requirements

(1) This contract is subject to the City of Bloomington Living Wage Ordinance, Chapter 2.28 of the Bloomington Municipal Code and any implementing regulations. The Living Wage Ordinance requires among other things, that unless specific exemptions apply, all recipients of City subsidies, as defined, shall provide payment of a minimum level of compensation to employees which may include the cost of health benefits. Such rate shall be adjusted annually pursuant to the terms of the Bloomington Living Wage Ordinance.

(2) Under the provisions of the Bloomington Living Wage Ordinance, the City shall have the authority, under appropriate circumstances, to terminate this contract and to seek other remedies as set forth therein, for violations of the Ordinance.

VI. NOTICES

Communication and details concerning this Agreement shall be directed to the following representatives:

City: Marilyn Patterson, Program Manager Housing and Neighborhood Development City of Bloomington P.O. Box 100 Bloomington, IN 47402 Tel: (812) 349-3577 Fax: (812) 349-3582 E-mail: <a href="mailto:pattersm@bloomington.in.gov">pattersm@bloomington.in.gov</a>	Agency: «Director_of_Agency» «Agency_Name» «Address_1» «Address_2» Tel: «Phone_» E-mail: «Email_Address»
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VII. TERMINATION OF AGREEMENT

The Agency agrees that this Agreement is subject to the availability of funds and that if funds become unavailable for the performance of this Agreement, the City may terminate the Agreement. If funds become unavailable, the City shall promptly notify the Agency in writing of the termination and the effective date thereof.

It is further agreed that the City may terminate this Agreement in whole or in part if it determines that the Agency has failed to comply with the Agreement or with other conditions imposed by applicable laws, rules and regulations. The City shall promptly notify the Agency in writing of the determination and the reasons for the determination, together with the effective date. The Agency agrees that if the City terminates the Agreement for cause it will refund to the City that portion of the funds that the City determines was not expended in compliance with the Agreement. The Agency shall be responsible for paying any costs incurred by the City to collect the refund, including court costs and reasonable attorneys' fees.

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby, and all other parts of this Agreement shall nevertheless be in full force and effect.

VIII. TERM OF AGREEMENT

Unless terminated as provided in Section VII herein, this Agreement shall terminate upon the City's determination that the provisions of this Agreement regarding use of the Agreement funds have been met by the Agency.

CITY OF BLOOMINGTON, INDIANA

«Agency\_Name»

By: \_\_\_\_\_  
Susan Sandberg  
President, Common Council

By: \_\_\_\_\_  
«Pres\_BoD»  
President  
Board of Directors

By: \_\_\_\_\_  
Lisa Abbott  
Housing and Neighborhood  
Development Director

By: \_\_\_\_\_  
«Director\_of\_Agency»  
Executive Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

By: \_\_\_\_\_  
Mark Kruzan, Mayor

\_\_\_\_\_  
Date

<b>Agency Name</b>	<b>Received</b>	<b>Project Description</b>	<b>Deadline</b>
Boys and Girls Clubs of Bloomington	\$14,257.14	To help pay for salary and benefits for Unit Director at Crestmont site.	Monday, November 30, 2009
Citizen Advocacy of South-Central Indiana, Inc	\$5,717.71	To pay salaries and benefits for CASCI Coordinator.	Monday, November 30, 2009
Community Kitchen of Monroe County, Inc	\$1,005.00	To purchase printed backpacks for the Backpack Buddies program.	Friday, September 4, 2009
First United Church	\$2,257.14	To pay for furniture, equipment, and supplies for PARTNERS program.	Friday, September 18, 2009
Girls Inc. of Monroe County	\$2,930.71	To pay for training staff.	Monday, November 30, 2009
Habitat for Humanity of Monroe County	\$20,069.93	To help purchase a truck with lift gate for ReStore Facility.	Friday, September 18, 2009
Harmony Education Center	\$5,873.03	To pay for installing a water line to and improving a greenhouse, and constructing a tool shed at Harmony Education Center.	Friday, September 4, 2009
Martha's House, Inc.	\$24,557.92	To pay for the salaries and benefits for Resident Advocates for the Emergency Shelter program.	Friday, November 13, 2009
Middle Way House, Inc.	\$10,500.00	To purchase beds and mattresses for the Emergency Shelter.	Friday, November 13, 2009
Monroe County CASA, Inc.	\$8,066.76	To pay for rent, salary, and volunteer training for Court Appointed Special Advocates program.	Friday, October 30, 2009
Mother Hubbard's Cupboard, Inc.	\$28,650.00	To help purchase a cargo van for the Food Pantry program	Friday, September 4, 2009
My Sister's Closet	\$1,781.88	To pay rent and purchase boxes for storage facility.	Friday, November 13, 2009
New Leaf - New Life Inc.	\$14,577.96	To pay for salaries, benefits, and supplies for all New Leaf/New Life programs.	Friday, November 13, 2009
Shalom Community Center, Inc.	\$18,000.00	To purchase food as well as kitchen and miscellaneous supplies.	Friday, November 13, 2009
Stepping Stones, Inc.	\$20,000.00	To pay for rent, deposit, payroll and insurance to expand housing services.	Friday, November 13, 2009
The Villages of Indiana, Monroe County Healthy Families	\$1,754.82	To pay for curriculum materials for the Healthy Families program.	Friday, September 4, 2009

## 2009 Jack Hopkins Social Services Funding Committee Meeting *Memoranda*

- 23 February 2009 – Organizational Meeting
- 30 April 2009 – Review of Applications
- 07 May 2009 – Agency Presentation
- 18 May 2009 – Pre-Allocation Meeting
- 21 May 2009 – Allocation Meeting
- 03 June 2009 – Debriefing Meeting

## Memorandum

Bloomington Common Council  
Jack Hopkins Social Services Funding Committee  
23 February 2009  
4p  
Council Chambers (Suite 115)  
City Hall

**In attendance:** *Committee:* Tim Mayer, Isabel Piedmont-Smith, Susan Sandberg, Mike Satterfield, Dr. Anthony Pizzo (CDBG appointee), Mary Andrus-Overley (CFR appointee)  
*Staff:* Lisa Abbott and Marilyn Patterson (HAND); Dan Sherman and Stacy Jane Rhoads (Council Office)

### **I. PROLOGUE**

Sherman welcomed all present and invited introductions.

### **II. ELECTION OF CHAIR**

Piedmont-Smith moved that Sandberg be appointed Chair of the 2009 Committee; Mayer seconded the motion. The Committee voted unanimously in favor of Sandberg's service as Chair.

### **III. AUTHORIZATION OF COUNCIL OFFICE TO TAKE MEETING NOTES**

Sherman requested that the Committee authorize the Council Office (in lieu of the City Clerk) to act as secretary to the Committee. By voice vote, all present granted such authorization.

### **IV. FUNDS AVAILABLE**

Sherman reminded the Committee that it has \$180,000 in funds to allocate this year – a \$15,000 increase over funds available last year. Sherman offered a brief historical sketch of the Committee and indicated that next year the Committee will have allocated over two million dollars in social services funds since its founding in 1993. Over time, the Committee's distributions look like this:

1993	\$90,000	2006	\$135,000
1994-1995	\$40,000	2007	\$145,000
1996	\$50,000	2008	\$165,000
1997-1998	\$90,000	2009	\$180,000
1999-2001	\$100,000		
2002-2004	\$110,000		
2005	\$125,000		

Sherman reminded the group that the fund's history is documented on the Committee's homepage: [http://bloomington.in.gov/documents/viewDocument.php?document\\_id=459](http://bloomington.in.gov/documents/viewDocument.php?document_id=459)

### **V. REVIEW OF THE 2008 PROGRAM**

#### **A. REPORT FROM HAND**

Marilyn Patterson, Program Manager in the City's Housing and Neighborhood Development Department, presented her report on the 2008 Jack Hopkins grantees and their projects. The report is included in the Committee's packet: [http://bloomington.in.gov/media/media.php?media\\_id=4642](http://bloomington.in.gov/media/media.php?media_id=4642) Patterson reported that all grantees successfully implemented the programs for which JHSSF funds were granted.

## EXTENSIONS & INTERPRETATIONS

Patterson communicated that three agencies asked for extensions: El Centro Comunal Latino, Planned Parenthood and the Shalom Community Center, Inc.

Only one matter of contract interpretation arose, that of the Community Kitchen's grant. The Kitchen was granted \$2,350 to purchase a commercial-grade refrigerator for use at its South Rogers Street facility. It got a better deal than anticipated for the refrigerator, thereby saving \$500. It requested to use the \$500 to purchase a thermo food transporter and shelving for the walk-in cooler at the South Rogers site. 2008 Committee Chair Mayer advised that the request for added purchase with the grant funds was for similar equipment to be used at the same facility and therefore comported with the spirit of the initial allocation and was permissible under the terms of the *Funding Agreement*

By way of review, the 2008 grantees were:

1. **Bloomington Housing Authority with Bloomington Housing Authority Resident Council** [\$12,481.00]  
To help renovate Boys and Girls Club satellite facility at 1033 and 1037 North Summit Street
2. **Boys and Girls Clubs of Bloomington** [\$17,000.00]  
To purchase a minibus for the transportation of children
3. **Christole, Inc.** [\$3,500.00]  
To help pay for the installation of a fire sprinkler system in the group home at 1701 Winslow Road
4. **Community Kitchen of Monroe County, Inc.** [\$2,350.00]  
To purchase a commercial-grade refrigerator for use at 917 South Rogers Street.
5. **El Centro Comunal Latino** [\$11,000.00]  
To pay for a person to help operate and evaluate El Centro Comunal Latino's programs as a pilot project
6. **Habitat for Humanity of Monroe County, Inc.** [\$4,000.00]  
To help pay for the renovation of Campbell House for use by agency programs and staff
7. **Hoosier Hills Food Bank** [\$31,414.00]  
To purchase a refrigerated cargo van for use in the Meal Share prepared food rescue program
8. **Martha's House, Inc.** [\$16,000.00]  
To cover personnel expenses as bridge-funding to operate shelter services
9. **Mother Hubbard's Cupboard, Inc.** [\$24,000.00]  
To provide bridge-funding to pay for salaries to operate the Mother Hubbard's Cupboard community food pantry
10. **Options for Better Living, Inc.** [\$4,000.00]  
To purchase refurbished computers, modems and internet services to link between community living homes and the main office
11. **Planned Parenthood of Indiana, Inc.** [\$2,500.00]  
To pay for colposcopies for women with abnormal Pap test results
12. **Rhinos' Youth Center** [\$3,000.00]  
To purchase chairs for Rhino's youth center at 331 S. Walnut Street
13. **Shalom Community Center, Inc.** [\$11,030.00]  
To purchase and install food service equipment for the Shalom weekday food program
14. **South Central Community Action Program Head Start** [\$18,000.00]  
To cover salaries, materials, stipends, meals, and childcare for the Circles Campaign pilot project
15. **Stepping Stones, Inc.** [\$5,000.00]  
To help operate the Stepping Stones Independent Living Program for youth aged 16-20 years
16. **Volunteers in Medicine of Monroe County** [\$10,725.00]  
To purchase computer equipment for three clinical work stations, a monitor and software to improve delivery and lower the cost of medical services.

## APPROVAL OF REPORT

The Committee voted to approve Patterson's Report.

### **B. APPROVAL OF COMMITTEE'S 04 JUNE 2008 DEBRIEFING MEETING**

The Committee approved the *Memorandum* of the 04 June 2008 Review meeting.



### C. 2008 PROGRAM SURVEY

The Committee reviewed the results of the 2008 Program survey. 12 of the 29 agencies surveyed responded – a 41% response rate. The Committee briefly reviewed the distinguishing features of the responses. Most notably:

- All respondents indicated that the Hopkins criteria provided clear guidance. 10 of the respondents said that the one-time funding requirement helped agencies implement their missions. One respondent disagreed with the one-time requirement – not the concept, but the practical reality of it. The respondent found it difficult to apply to projects that involved salaries. Another respondent suggested that the Committee may want to elaborate on the first criterion (“previously-identified need for social services funding) by indicating which needs would be rated the highest and suggested weighing collaboration more heavily.
- Agencies unanimously found the application process simple and easy.
- Nine respondents found the funding/allocation process clear, consistent and equitable and eight respondents said the same about the 0 – 5 rating system. Those who did not indicate agreement with the above either said they were not sure or left the question blank. This echoes responses from prior surveys which indicated that the rating system was somewhat of a mystery. Eight respondents agreed with the partial funding of requests; the four agencies who said they received partial funding also said the amount was sufficient to accomplish the purpose of the application.
- 11 respondents felt that the June – December reimbursement schedule served their needs. One respondent surmised that the six-month reimbursement schedule works well with requests for equipment, but a longer schedule would work better for reimbursement for operating expenses.

### VI. REVIEW OF CRITERIA

The Committee reviewed its criteria. The JHSSF Committee grants funds based on the satisfaction of three criteria. At minimum, any proposal must satisfy the following to be considered for funding:

1. **Address a previously-identified priority for social services funding** (as indicated in the *Service Community Assessment of Needs (SCAN)*<sup>1</sup>, City of Bloomington, Housing and Neighborhood Development Department’s *2005-2010 Consolidated Plan* or any other community-wide survey of social service needs). Such priorities include funds for emergency services (food, shelter or healthcare) or other services to City residents who are: low-moderate income, under 18-years old, elderly, affected with a disability or are otherwise disadvantaged; and
2. **Ask for JHSSF funds as a one-time investment in a social service initiative**  
This restriction is intended to encourage innovative projects and to allow the funds to address changing community circumstances. While the Committee may provide start-up and bridge funds; *and*  
**Leverage matching funds or other fiscal mechanisms** (e.g., in-kind contributions, collaborative partnerships, etc.) to maximize JHSSF dollars; and
3. **Make a broad and long-lasting contribution to our community**  
As co-founder of the JHSSF program, Jack Hopkins put it: “[P]riority should be given to projects or programs where investments now will have a positive, long-term spillover effect (such as reduced susceptibility to...diseases, decreased absences from school, reducing lost time from work, [alleviating the effects of poverty]...etc.). Historically, this criterion has excluded funding events or celebrations.

Sandberg: Pointed out that if the Committee is going to consider emergency services a high priority for funding, shouldn't that be foregrounded a little bit more?

Satterfield: Asked HAND staff if local social service agencies are experiencing increased demand because of the down-turn in the economy. Patterson and Abbott provided a resounding "yes" – this is a period of marked economic hardship for many agencies as demand for their services increases.

Satterfield: Given this economic context, could we focus more this year on immediate need and less on the "long-term benefits"? Ostensibly, most programs would have long-term benefits. This does not seem to be as substantive a criterion as "previously-identified social service needs" – especially, emergency services.

Mayer: Agrees with Susan and Mike – given present circumstances, the Committee should focus its efforts on funding first those agencies who provide emergency services to the community. However, if the Committee prioritizes these services, it should put clear language in its solicitation material so as to be maximally transparent and to save the time and effort of well-intentioned applicants.

► **Decision:** The Committee agreed to prioritize emergency services in this year's allocations. It also agreed to highlight this prioritization in its solicitation letter preceding the discussion of criteria as such: *"Please note that as this year presents marked economic challenges for City residents, the Committee will be favoring applications which provide emergency services (e.g., food, shelter and medical care) to citizens in need."*

Piedmont-Smith: As a little over half of last year's applicant agencies asked for operational funds and the Committee dedicated over 30% of its funds toward program operations, shouldn't we elaborate on this more in Criterion #2?

► **Decision:** The Committee agreed to that language should be added to the criterion discussing one-time funding to make it clear that the Committee *does* provide operational funds for agencies in need; however, an agency should not expect to receive or rely on JHSSF to fund on-going costs (e.g., personnel) from year-to-year.

## VII. SOLICITATION & CONSIDERATION OF APPLICATIONS

Sherman reviewed last year's application/funding process: after applications are submitted to the Council Office, the Office will summarize applications and send summaries and original applications to the Committee; the Committee will then convene to make an initial review of applications; after that, the Committee hears from agencies who made the cut; shortly after presentation, the Committee rates applications and holds a pre-allocation meeting where it sketches out preliminary recommendations; finally, and shortly thereafter, the Committee makes its formal recommendations at a Allocation Hearing.

Satterfield: Inquired if the application should be posted on certain list-servs and/or non-profit fora.

Sherman: Noted that there was call for applications *via* the local Non-Profit Alliance newsletter, the United Way, the Hoosier Times and via public service announcements. Most survey respondents indicated that they hear the call for applications through multiple means.

Satterfield: Inquired if on-line applications should be accepted.

Rhoads: Responded that she has explored this for the last few years and looks to the Community Foundation as a local example of best solicitation practices. The Foundation has also explored on-line applications, but has not yet implemented them due difficulties inherent in such a process.

Abbott: Advised that on-line applications are “a nightmare.”

► **Decision:** The Committee agreed to track the process followed last year.

**VIII. TIMELINE**

Sherman presented the Committee with the following proposed timeline:

<u>Action or Meeting</u>	<u>Action to be taken at JHSSF Meeting</u>
Council Office Solicits Applications	(By) Monday, March 2, 2009
Council Office Holds Technical Assistance Meeting	Thursday, March 26, 2009, 4:00 p.m., McCloskey Room
Agencies Submit Proposals (Deadline)	Monday, April 7, 2008, <b>by 4:00 p.m.</b> , Council Office
Council Office Distributes Application Packet to Committee Members	(By) Wednesday, April 22, 2009
Committee Initially Discusses and Eliminates Some Applications	Tuesday, April 30, 5:00 p.m. in the Hooker Room
Committee Hears Presentations	Thursday, May 7, 2009, 5:00 p.m., Council Chambers
Committee Members Submit Rating of Applications	Wednesday, May 14, 2008, noon, Council Office
Committee Discusses Funding Recommendations at a Pre-Allocation Meeting	Monday, May 19, 2008, 5:00 p.m., Council Library
Committee Makes Funding Recommendations	Thursday, May 22, 2008, 4:00 p.m., Council Chambers
Agencies Complete the Funding Agreements	Monday, June 2, 2008, Council Office
Committee Evaluates the Program	Wednesday, June 4, 2008, 6:00 p.m., Council Library
Common Council Action on the Recommendations	Wednesday, June 18, 2008, 7:30 p.m., Council Chambers
HAND Holds Technical Assistance Meeting	Tuesday, June 24, 2008, 8:30 a.m., McCloskey Room

► **Decision:** The Committee approved the proposed timeline.

**IX. FUNDING AGREEMENTS**

Sherman pointed out that Assistant City Attorney/Human Rights Attorney, Barbara McKinney, revised the non-discrimination clause in the *Agreement*.

Piedmont-Smith and Satterfield: Sexual orientation and gender identity should also be built into the non-discrimination clause.

Mayer: This should be incorporated as a standing rule. Any recipient of JHSSF monies should be non-discriminatory in regard to sexual orientation and gender orientation.

Sherman: Stated that State law limits what we can require of private parties, but we can hold contractors to a higher standard. He will forward the Committee’s recommendation to include sexual orientation and gender identity on to City Legal for review.

X. CONFLICTS OF INTEREST

- Sherman pointed out that Andrus-Overley is an employee of Shalom Community Center, Inc.
- Andrus-Overley stated that she can act fairly and impartially and in the public interest.
- Mayer stated he is not concerned with Andrus-Overley's service on the Committee at this point.
- Piedmont-Smith suggested that the Committee should wait and see how the process goes; if problems arise further in the process, the Committee can revisit any possible conflict.

XI. ADJOURNMENT

The Committee adjourned at 5:20 pm

Approved

**Common Council**  
**Jack Hopkins Social Services Funding Committee**  
**30 April 2009**  
**4:00 pm**  
**McCloskey Room**  
**401 N. Morton**

**Memorandum**

*In attendance:*

Committee: Susan Sandberg (Chair), Isabel Piedmont-Smith, Dr. Anthony Pizzo, Andy Ruff and Mike Satterfield.

HAND: Lisa Abbott and Marilyn Patterson

Council Office: Dan Sherman and Stacy Jane Rhoads

Public: Lee Ann Jourdan, Girls, Inc.

**I. Purpose**

The purpose of this meeting was to review and discuss all applications for their adherence to funding criteria, to outline questions for agencies to answer during public presentations and to disclose any conflicts of interest.

**II. Conflicts of Interest**

The below Committee members noted the following conflicts of interest. Where a conflict is noted, a Committee member may nevertheless participate if s/he can do so fairly, objectively and in the public interest. The below-listed members indicated that the conflicts would not impair their ability to act fairly, objectively and in the public interest.

- Susan Sandberg – stated that she volunteers for New Leaf-New Life and is a former employee of the Villages (left in 2003), but no longer has any ties to the organization.
- Dr. Pizzo -- Member of the First United Church
- Mary Andrus-Overley – Submitted a conflict-of-interest statement (read by Sherman) as follows:

I am employed by the Shalom Community Center, Inc., as Director of Programs.

In my role at Shalom, I work collaboratively with staff from the New Leaf-New Life program who visit Shalom on a weekly basis to meet with our mutual clients on our site.

In past years, I have had a similar collaborative relationship with staff from Martha's House, who visited Shalom on a regular schedule to meet with our mutual clients and to do outreach to prospective new clients for their shelter. We continue to refer clients to one another's programs.

Also in my role at Shalom, I have previously had business dealings with the president of My Sister's Closet, who's company donated free, private voice mailboxes for us to assign to our clients who were in serious job searches and had no other means of receiving calls back from prospective employers. In my personal life, I occasionally donate gently used work clothing to My Sister's Closet.

I am an occasional builder with Habitat for Humanity and will again this year lead a team from the Unitarian Universalist church for the WomenBuild construction project.

It is my intention to carry out my responsibilities on the JHSSF Committee impartially and to act in the public interest to the best of my ability.

- Sherman pointed out that Shalom submitted an application for funding this year and asked if anyone in attendance sees Andrus-Overley's service on the Committee as a problematic conflict.
- Abbott offered that she views this as a conflict and, at minimum, Andrus-Overley, should not be allowed to vote on the Shalom application.
- Ruff asked if there is any precedent the Committee might look to as guidance?
- Abbott pointed out that CBDG does not permit an employee of an applicant agency to serve on its committee.
- Ruff asked Abbott is such service might be misperceived by other agencies. Abbott responded: yes.
- Ruff inquired if CFR could appoint someone else? Abbott responded that she believed they could easily do so – via a special meeting or some other means.

► **Decision:** Piedmont-Smith moved that the Committee request a new representative from CFR; Ruff seconded. All voted in favor. Sherman will contact CFR Director, Pete Giordano, to advise him of the Committee's decision.

► **Decision:** The Committee agreed that at its June de-briefing process, it should develop membership criteria to state that an employee of an applicant agency shall not serve on the Jack Hopkins Social Services Funding Committee.

### **III. Review of Agency Applications**

**Sherman noted that 16 agencies submitted applications for a total of \$192,588.53 worth of requested funding.**

- Ruff inquired if it was permissible for a church to apply. Sherman and Rhoads responded, "yes" as long as religious instruction is not a compulsory element of the program for which funds are being sought.
- Sandberg stated that, in reviewing the applications, she ran some preliminary numbers and determined that the Committee could fund all applicants if:
  - It granted all applicants who requested \$15,000 or more, \$1,000 less than their request and funded all else at the full amount. This approach still leaves the Committee with \$3,000 to redistribute as it sees fit.
- Sandberg pointed out that even though the Committee is focusing on emergency services this year, she would like to get to a point where it is also funding prevention and enrichment programs.
- Piedmont-Smith pointed out that she finds the varying forms and formats of "financial statements" confusing – for next year, staff should think through ways in which this information might be made simpler and easier to understand.

The below table documents questions the Committee had for each applicant. Applicants are requested to respond to these questions during their presentations before the Committee on 07 May 2009. Sherman and Rhoads will communicate these questions to agencies over the next few days. Where applicable, all agencies should be asked whether they can make their program work with partial funding; where an agency has requested operational funds, they should be asked of their plan for long-term funding.

Agency	Request	Nature of Request	Committee Questions and Actions
1. Boys and Girls Clubs of Bloomington	\$15,000.00	Operational (Bridge Funding)	Piedmont-Smith: What is the salary of the Unit Director? Does the position include benefits? Satterfield: Please explain plan for future funding.
2. Citizen Advocacy of South-Central Indiana, Inc.	\$7,200.00	Operational (Bridge Funding)	Piedmont-Smith & Ruff: How do you goals/mission differ from that of Options? How do you work together & separately? Would there be any advantages if CASI joined with Options? Piedmont-Smith: Any benefits with the part-time position?
3. Community Kitchen of Monroe County, Inc.	\$1,005.00	Equipment	No questions
4. First United Church	\$2,500.00	Equipment & Operational (Pilot)	Piedmont-Smith: Are clients charged a sliding scale rate? Scholarships? Why the apparent different rates?
5. Girls Inc. of Monroe County	\$3,745.00	Operational (Pilot)	Piedmont-Smith: Is there a regional program closer to Bloomington? Satterfield: Is the training balanced across the staff? Are we doing more for the director? Do we need more compensation for the staff? Is there other training you would engage in if you had the money? Sandberg & Piedmont-Smith: Is the first-aid training required for staff? What is the staff turnover? Patterson: Are there scholarships available for the conference?
6. Habitat for Humanity of Monroe County	\$21,708.	Vehicle	Sandberg: Can you still purchase the van if you receive partial funding? Patterson: Do you have capacity to store all that you collect? Piedmont-Smith: What is the MPG?
7. Harmony Education Center	10,410 (I) 6,290 (II)	Construction	Mayer: Approximately how much food will produce in a year? Piedmont-Smith: Need to reconcile numbers. Satterfield: Who will receive this food? Ruff: Why need a separate water line? Why not just water it with a hose?
8. Martha's House	\$25,000.00	Operational (Bridge Funding)	Patterson: There has been a significant change in administration for the better. Bobbie Summers has done an excellent job and has significantly improved services and has engaged in a methodical search for funding. All homeless shelters are at capacity. Are really working to get people into housing and a methodical system under and sees a lot of progress. Satterfield: How are you going to fund operations after the first quarter? Patterson: Everything is full. Everything that has a subsidy, has a nine-month waiting list. Our Section 8 has not been opened for application for a year. Piedmont-Smith: How much do Resident Advocates earn? Satterfield: As a community, how far short are we falling in offering shelter to the homeless?
9. Middle Way House, Inc.	\$10,554.70	Furniture	No questions



10. Monroe County CASA, Inc.	\$8,789.00	Operational (Bridge/Pilot)	All: How will fund the program in the future? Piedmont-Smith: How many employees do you have?
11. Mother Hubbard's Cupboard, Inc.	\$28,656.51	Van	No questions.
12. My Sister's Closet	1,864.32	Equipment & Operational (Bridge)	Piedmont-Smith: Any paid employees?
13. New Leaf – New Life, Inc.	\$16,584.00	Operational (Bridge)	Satterfield: What is the estimated percentage of total budget consumed by each of the subprograms? In other words, what is the most costly? How much in-kind given for each program – an estimate would be fine. All : Elaborate on plan for future funding. Piedmont-Smith: Which positions are full and which are part-time? Do employees receive any benefits?
14. Shalom Community Center, Inc.	\$18,000.00	Operational (Bridge)	Satterfield: What does a “low-barrier outreach model” mean? Satterfield: What problems do you see with your method of counting. How will you address them? All: Plan for future funding.
15. Stepping Stones, Inc.	\$20,044.00	Operational (Pilot)	Pizzo & Satterfield: Any success statistics for this program? How does the organization measure success? How does the organization find clients? Piedmont-Smith: What is the hourly wage for each RA? All: Be prepared to explain your plans for future funding.
16. The Villages of Indiana, Monroe County Healthy Families	\$1,878.00	Equipment (Curriculum)	Piedmont-Smith: The organization says that it engages a researched-based model. What are the “proven outcomes” of the curriculum/program?
<b>Total Amount Requested</b>	<b>\$192,588.53</b>		

**V. Adjourn**

The Committee adjourned at 6:25 pm. The Committee will next meet for *Agency Presentations* on Friday, 07 May 2009 at 4p in Council Chambers.

**Common Council**  
**Jack Hopkins Social Services Funding Committee**  
**07 May 2009**  
**4:00 pm**  
**Council Chambers**  
**401 N. Morton**

**Memorandum**

*In attendance*

Committee Members: Susan Sandberg (Chair), Hans Huffman, Tim Mayer, Isabel Piedmont-Smith, Dr. Anthony Pizzo, Andy Ruff, Mike Satterfield and Susan Sandberg.

Staff: Marilyn Patterson (HAND), Dan Sherman and Stacy Jane Rhoads (Council Office)

**I. Prologue**

The Committee heard five-minute presentations from 16 agencies. Chair Sandberg welcomed all present, stating that Committee met on 30 April 2009 and went through applications and drafted questions for each agency to address at this meeting.

**II. Presentations**

Applicants made presentations to the Committee in the following order. Please refer to either the CATS broadcast and/or the applications for the substance of these presentations.

- 1 My Sister's Closet (Sandy Keller)
- 2 New Leaf/New Life, Inc. (David White)
- 3 Middle Way House (Toby Strout)
- 4 Citizen Advocacy of South Central Indiana (Joseph Metzger)
- 5 The Villages (Brenda Chapin)
- 6 Mother Hubbard's Cupboard (Brooke Gentile)
- 7 First United Church (Suzanne Merriman)
- 8 Martha's House (Bobbie Summers)
- 9 Girls' Inc. (Lee Ann Jourdan)
- 10 Shalom Center (Joel Rekas)
- 11 Stepping Stones, Inc. (Sheri Benham)
- 12 Harmony Education Center (Scott Hutchinson)
- 13 Habitat for Humanity (Kerry Thompson)
- 14 Boys and Girls' Club (Jeff Baldwin)
- 15 Community Kitchen (Vickie Pierce)
- 16 Monroe County CASA (Kristin Bishay)

**III. Closing Comments**

Chair Sandberg thanked all applicants for making their presentations and for their good work and reminded the members that their rankings are due by 15 May 2009. The Committee will meet on 18 May 2009 in the Council Chambers for a pre-allocation meeting and on 21 May 2009 at 4:00pm in the Council Chambers to allocate funds.

**IV. Adjournment**

The meeting adjourned at 5:59pm.

**2009 JACK HOPKINS SOCIAL SERVICES FUNDING COMMITTEE -- MEMORANDUM FOR PRE-ALLOCATION MEETING ON MAY 18, 2009**

<b>RANK ORDER</b>												
AGENCY	REQUEST	RATING AVERAGE	RECOMMENDED ALLOCATION							PRELIM ALLOCATION	COMMENTS	
			MS	HH	TM	AP	AR	IP	SS			
Shalom Community Center, Inc.	\$18,000.00	5.00	\$18,000.00	\$18,000.00	\$18,000.00	\$18,000.00	\$18,000.00	\$18,000.00	\$17,386.81	\$17,000.00	\$18,000.00	Motion to Recommend - Adopted.
Community Kitchen of Monroe County, Inc.	\$1,005.00	5.00	\$1,005.00	\$1,005.00	\$1,005.00	\$1,000.00	\$1,005.00	\$1,005.00	\$1,005.00	\$1,005.00	\$1,005.00	Motion to Recommend - Adopted.
Mother Hubbard's Cupboard, Inc.	\$28,656.51	4.86	\$28,656.51	\$28,656.51	\$26,000.00	\$25,000.00	\$28,640.00	\$27,190.80	\$28,000.00	\$28,000.00	\$28,650.00	Motion to Recommend - Adopted.
Middle Way House, Inc.	\$10,554.70	4.57	\$10,554.70	\$10,554.70	\$10,500.00	\$5,000.00	\$10,554.70	\$9,710.32	\$10,000.00	\$10,000.00	\$10,500.00	Motion to Recommend - Adopted.
Stepping Stones, Inc.	\$20,044.00	4.43	\$20,044.00	\$20,044.00	\$20,000.00	\$18,000.00	\$18,000.00	\$18,440.48	\$19,000.00	\$19,000.00	\$20,000.00	Motion to Recommend - Adopted.
Martha's House	\$25,000.00	4.36	\$25,000.00	\$25,000.00	\$24,000.00	\$15,000.00	\$25,000.00	\$23,826.81	\$25,000.00	\$25,000.00	\$24,557.91	Motion to Recommend - Adopted.
Habitat for Humanity of Monroe County	\$21,708.00	4.29	\$19,179.47	\$21,708.00	\$20,000.00	\$20,000.00	\$21,000.00	\$19,971.36	\$18,630.68	\$18,630.68	\$20,069.93	Motion to Recommend - Adopted.
Monroe County CASA, Inc.	\$8,789.00	4.29	\$8,789.00	\$8,789.00	\$8,700.00	\$5,000.00	\$8,400.30	\$8,789.00	\$8,000.00	\$8,000.00	\$8,066.76	Motion to Recommend - Adopted.
New Leaf -- New Life, Inc.	\$16,584.00	4.07	\$16,584.00	\$9,804.47	\$15,000.00	\$15,000.00	\$15,400.00	\$15,257.28	\$15,000.00	\$15,000.00	\$14,577.96	Motion to Recommend - Adopted.
Boys and Girls Clubs of Bloomington	\$15,000.00	3.93	\$15,000.00	\$15,000.00	\$15,000.00	\$12,000.00	\$15,000.00	\$13,800.00	\$14,000.00	\$14,000.00	\$14,257.14	Motion to Recommend - Adopted.
The Villages of Indiana,	\$1,878.00	3.86	\$1,878.00	\$1,878.00	\$1,800.00	\$1,800.00	\$1,700.00	\$1,727.77	\$1,500.00	\$1,500.00	\$1,754.82	Motion to Recommend - Adopted.
First United Church	\$2,500.00	3.79	\$2,500.00	\$2,500.00	\$2,500.00	\$2,000.00	\$2,000.00	\$2,300.00	\$2,000.00	\$2,000.00	\$2,257.14	Motion to Recommend - Adopted.
My Sister's Closet	\$1,864.32	3.71	\$1,864.32	\$1,864.32	\$1,865.00	\$1,500.00	\$1,800.00	\$1,715.17	\$1,864.32	\$1,864.32	\$1,781.88	Motion to Recommend - Adopted.
Harmony Education Center	\$10,060.00	3.58	\$0.00	\$6,976.00	\$5,880.00	\$5,000.00	\$5,000.00	\$9,255.20	\$9,000.00	\$9,000.00	\$5,873.03	Motion to Recommend - Adopted.
Girls Inc. of Monroe County	\$3,745.00	3.57	\$3,745.00	\$1,020.00	\$3,750.00	\$3,500.00	\$2,500.00	\$3,000.00	\$3,000.00	\$3,000.00	\$2,930.71	Motion to Recommend - Adopted.
Citizen Advocacy of South-Central Indiana, Inc.	\$7,200.00	3.36	\$7,200.00	\$7,200.00	\$6,000.00	\$0.00	\$6,000.00	\$6,624.00	\$7,000.00	\$7,000.00	\$5,717.71	Motion to Recommend - Adopted.
<b>TOTAL</b>	<b>\$192,588.53</b>		\$180,000.00	\$180,000.00	\$180,000.00	\$147,800.00	\$180,000.00	\$180,000.00	\$180,000.00	\$180,000.00	<b>\$180,000.00</b>	<b>Motion to Recommend Above Allocation - Adopted.</b>

Place: Council Chambers  
 Start: 5:05 p.m.  
 Attendance: Committee Members: Sandberg, Mayer, Satterfield, Piedmont-Smith, Ruff, Pizzo and Huffman  
 Staff: Dan Sherman, Stacy Jane Rhoads and Marilyn Patterson  
 Public: Lee Ann Jourdan (Girls, Inc) and Sue Mayer

Conflicts of Interest:  
 Conflicts of interests were previously noted at the Initial Review of Applications on April 29, 2008. Hans Huffman joined the Committee after that meeting and used this opportunity to declare that he had no conflicts of interest with the applicant agencies. Tim Mayer was absent at that meeting as well and announced the following relationships with non-profits in Bloomington: he volunteers at the Community Kitchen once a week on Friday preparing food and designs their newsletter three to four times a year; he's a board member of Diversity Works which helps match employers with employees with special needs; and, he's a board member of the Buskirk Chumley Theater (BCT Management).

Deliberations  
 The Committee looked at the average ratings and preliminary allocations provided by each member prior to the meeting. Three members had not allocated the full \$180,000. The Committee briefly discussed setting aside the remainder (about \$5,832) to address social services needs that might arise later in the year or using the remainder to fund some agencies at more than what was requested. Rather than pursue either of those options, the Committee gave those members who had not allocated the full amount of funds the opportunity to adjust their allocations. Two of those members then made adjustments which left \$4,600 to be allocated. The Committee then made the motions listed above which allocated the remaining \$4,600 among the top six applications and adjourned.

End: 5:30 p.m.

**Common Council  
Jack Hopkins Social Services Funding Committee  
21 May 2009, 4:00 pm  
Council Chambers  
401 N. Morton**

**Memorandum**

*In attendance:* Committee Members: Susan Sandberg (Chair), Hans Huffman, Tim Mayer, Isabel Piedmont-Smith and Mike Satterfield.

Staff: Marilyn Patterson (HAND), Dan Sherman and Stacy Jane Rhoads (Council Office)

**I. Introduction**

Chair Sandberg called the meeting to order, explaining that the purpose of this meeting is to make funding recommendations. She reviewed that this year 16 agencies applied, requesting a total of \$192,588.53. The Committee has \$180,000 to allocate.

**II. Funding Recommendations**

Chair Sandberg asked if there was a motion to recommend funding. Tim Mayer made said motion which was seconded. The motion included the name of the agency, its project name and the Committee's recommended funding amount based on the Committee's Pre-Allocation meeting deliberations. Before the Committee turned to a vote, Sandberg asked if anyone from the public wished to comment on proposed recommendations. No public comment was rendered.

The Committee voted 5-0 to approve the following funding:

AGENCY	REQUEST	RATING	RECOMMENDED ALLOCATION
<b>Shalom Community Center, Inc.</b>   <i>Food and kitchen supplies for Hunger Relief Program</i>	18,000.00	5.00	<b>\$18,000.00</b>
<b>Community Kitchen of Monroe County, Inc.</b>   <i>Printed backpacks for the Backpack Buddies program</i>	1,005.00	5.00	<b>\$1,005.00</b>
<b>Mother Hubbard's Cupboard, Inc.</b>   <i>Cargo delivery van for Food Pantry Program</i>	28,656.51	4.86	<b>\$28,650.00</b>
<b>Middle Way House, Inc.</b>   <i>Bunk beds for Emergency Shelter</i>	10,554.70	4.57	<b>\$10,500.00</b>
<b>Stepping Stones, Inc.</b>   <i>Rent, insurance &amp; payroll for sheltering and counseling youth</i>	20,044.00	4.43	<b>\$20,000.00</b>
<b>Martha's House</b>   <i>Compensation for Resident Advocates at Emergency Shelter Program</i>	25,000.00	4.36	<b>\$24,557.92</b>
<b>Habitat for Humanity of Monroe County</b>   <i>Truck with lift-gate for ReStore facility</i>	21,708.00	4.29	<b>\$20,069.93</b>
<b>Monroe County CASA, Inc.</b>   <i>Rent, operating, and payroll for advocacy program</i>	8,789.00	4.29	<b>\$8,066.76</b>
<b>New Leaf – New Life, Inc.</b>   <i>Salaries, supplies &amp; insurance for programs serving persons in or recently released from jail</i>	16,584.00	4.07	<b>\$14,577.96</b>
<b>Boys and Girls Clubs of Bloomington</b>   <i>Compensation for Full-Time Crestmont Unit Director</i>	15,000.00	3.93	<b>\$14,257.14</b>
<b>The Villages of Indiana</b>   <i>Updated curriculum material for Healthy Families Program</i>	1,878.00	3.86	<b>\$1,754.82</b>
<b>First United Church</b>   <i>Equipment &amp; supplies for art room</i>	2,500.00	3.79	<b>\$2,257.14</b>
<b>My Sister's Closet</b>   <i>Storage boxes and rent for storage space</i>	1,864.32	3.71	<b>\$1,781.88</b>
<b>Harmony Education Center</b>   <i>Improving Neighborhood Greenhouse to provide food for low-income recipients</i>	10,060.00	3.58	<b>\$5,873.03</b>
<b>Girls Inc. of Monroe County</b>   <i>Training Initiative</i>	3,745.00	3.57	<b>\$2,930.71</b>
<b>Citizen Advocacy of South-Central Indiana, Inc.</b>   <i>Compensation for Part-Time Coordinator</i>	7,200.00	3.36	<b>\$5,717.71</b>
<b>TOTAL</b>	<b>192,588.53</b>		<b>180,000.00</b>

- Mayer thanked all the agencies for all the work they do in the community. He is thankful that the City has this fund and supports social service agencies in this way.
- Huffman stated that he is fortunate to serve on the Committee for a third year and gets to see the inside of many agencies. He is so grateful for all the work the agencies do in light of increased demand and greater competition for funds. He is further thankful to live in a community in which it views itself as a partner in helping meet social service needs, rather than looking on from the sidelines.
- Piedmont-Smith thanked the agencies for their work.
- Satterfield stated that this is his second year of service on the Committee and he appreciates the opportunity to serve. He stated his gratitude for all the work social service agencies do to make our community a better place. Our community faces some difficult challenges – social service agencies are out in the field working to prevent and solve problems.
- Chair Sandberg thanked all the applicant agencies this year for all the hard work they do. These agencies provide vital services to the needy in our community and are essential safety nets. Sandberg cited a statistic that asserts that, for \$1 spent on social services, at least \$4 are saved. While emergency services are always a priority, she prefers to spend money on the front-end preventing social problems.

### **III. Other Business**

Chair Sandberg reminded agencies of the following:

- The Common Council must take action on the Committee's recommendations before agencies can access their funds. The entire Council will take action on Wednesday, 17 June 2009. Agencies do not need to attend this meeting to receive funds.
- Agencies must complete Funding Agreements by the first week in June. The Council Office staff will be in touch with agencies to confirm the terms of the Agreement.
- The Council Office staff will also send agencies a brief survey in mid-June. Agencies are encouraged to complete the survey as candid feedback helps us work to continually improve the program.
- Agencies should attend the Technical Assistance Meeting offered by Marilyn Patterson of HAND, Tuesday, 23 June 2009 at 8:30 a.m., McCloskey Room.

### **IV. Adjournment**

The Committee adjourned at 4:20 pm.

**Common Council**  
**Jack Hopkins Social Services Funding Committee**  
**03 June 2009**  
**6:00 pm**  
**Council Chambers (Suite #115)**  
**401 N. Morton**

**MEMORANDUM**

***In attendance:***

**Committee:** Susan Sandberg (Chair), Tim Mayer, Isabel Piedmont-Smith, Dr. Anthony Pizzo and Mike Satterfield

**Housing & Neighborhood Development:** Marilyn Patterson

**Council Office:** Dan Sherman and Stacy Jane Rhoads

**I. PROLOGUE**

Chair Sandberg opened the meeting and stated that the focus of this meeting is to wrap up the 2009 Jack Hopkins Social Services Funding Program (JHSSF), reviewing what worked well and what warrants improvement.

**II. ESTABLISH 2009 NON-COUNCIL COMMITTEE MEMBERSHIP**

A motion was made to maintain the status quo by asking the Community and Family Resources Commission to make one appointment and authorizing the Chair to appoint someone from a City social services entity.

**CLARIFYING MEMBERSHIP CRITERIA**

Based on this year's conflict with CFR's initial appointee who was an employee of an applicant agency, the Committee voted to make the following a standing qualification of Committee membership:

► *Members of the Jack Hopkins Social Services Funding (JHSSF) Committee may not be employed by agencies who seek JHSSF Committee funds.*

**III. REVIEW OF THE 2009 PROCESS**

The Committee reviewed the following components of the 2009 Program.

**SOLICITATIONS**

Sherman noted that, in addition to a direct mailing sent to agencies on the City's Volunteer Network mailing list, the Council Office also broadcasts the call for applications *via* the following: the local Non-Profit Alliance newsletter, the United Way, the Hoosier Times and public service announcements. Most survey respondents indicated that they hear the call for applications through multiple means.

**TECHNICAL ASSISTANCE**

Sherman informed the group that about 8 or 9 agencies were represented at the Technical Assistance meeting. The survey indicates applicants find this meeting useful.

## **APPLICATION PACKAGE**

For the most part, the Committee indicated that the application package is good – it is clear and easy-to-understand.

- Piedmont-Smith indicated that she finds the financial statements submitted by agencies somewhat confusing. She would like agencies to provide a general summary outlining their income and expenditures. Specifically, Piedmont-Smith requested that agencies provide:
  1. A list of top 3-5 sources of income and what percentage each source constitutes relative to all revenue.
  2. A list of top 3-5 categories of expenses and what percentage each category constitutes relative to total agency expenses.

The Committee directed staff to incorporate the above request into the application packets.

## **FIRST REVIEW OF APPLICATIONS**

Sherman asked for feedback re: the Committee's 30 April 2009 review of applications. He stated that he found it helpful that the same people serve on the Committee from year to year.

- Satterfield stated that previous service helps Committee members understand what to expect.
- Mayer stated that these meetings may coincide with the O'Bannon Institute annual program. He requested that staff check with the Institute to make sure there are not scheduling conflicts next year.

## **PRESENTATIONS**

Sherman reminded the Committee that it heard from all 16 applicant agencies; most agencies adhered to their allotted 5-minute presentation.

- Mayer stated that he has heard from a number of agency directors who communicate that they value the process – they think it is clear, simple and fair. He believes that is why many agency presentations are so succinct. He mentioned that, by contrast, agencies are frustrated by arbitrary funding processes. The JHSSF process is clear.
- Sandberg stated that she likes that, for the most part, agencies stick to the questions given to them in advance. She finds this a more efficient use of time.
- Mayer added that the presentation of responses to questions helps agencies build their cases.
- Mayer stated that in general, he thinks the whole JHSSF process is pretty refined at this point and the Committee should probably not tinker with it too much. Agencies know what to expect.



## **RANKINGS**

Sherman solicited feedback on the rankings. He pointed out that most Committee members stuck to just the ordinal rankings and recommended funding – few provided comments re: their recommendations.

- Mayer reminded the Committee that the ranking sheet is a public document.
- Sherman pointed out that not all Committee members allocated funds initially – Would it help if staff contacted members if this is the case?
- Satterfield stated, “no” as he was waiting for feedback from the entire Committee before allocating all funds.
- Pizzo stated that he simply did not allocate all funds because, from his perspective, some agencies ranked poorly.
- Piedmont-Smith stated that if a Committee member does not allocate all funds in his/her rating submission, the Committee member should explain why in the “Comment” column of the ranking sheet.

## **PRE-ALLOCATION MEETING**

Sherman pointed out that the Committee added this meeting in 2007 and, to date, it has been very valuable.

- Sandberg said this meeting is extremely helpful and should be kept.
- Mayer pointed out that this tracks CDBG’s pre-allocation process as well.

## **ALLOCATION MEETING**

Sherman stated that this year, the Committee added public comment to the Allocation Meeting. The Comment section of the Agenda precedes the Committee’s vote and is a response to a concern levied by a community member in past years who opined that the public did not have a voice in the process until it got to the entire Council for approval.

- Sandberg stated that having space for public comment is valuable. This year, no one spoke during this period, but in future years, she hopes to hear more from the public at this meeting.
- Sherman stated that one member of the public stated that holding the Allocation at 4p on a Thursday makes it hard for working people to attend. Sherman responded that the public can always send written comments to the Committee.
- Sandberg – However, the 4p meeting does make it easier for social service agencies to attend.
- Mayer – No one time is ideal for everyone; does not see a compelling reason to change the time of the Allocation Meeting.

## **SURVEY**

The Committee reviewed the survey used last year and voted to keep the survey the same. Rhoads pointed out that this year the Council Office will use “Survey Monkey” to make the survey interactive and easier to use.

**IV. MEETING MEMORANDA**

The Committee must approve the following *Memoranda*:

- 23 February 2009 –Organizing Meeting
- 30 April 2009 –First Review of Applications
- 07 May 2009 – Agency Presentations
- 18 May 2009 – Pre-Allocation Meeting
- 21 May 2009 – Allocation Hearing
- 03 June 2009 – Debriefing Meeting

The Committee voted to delegate the final approval of *Memoranda* to the Chair, once other members have the opportunity to comment. Rhoads will distribute the draft notes by early next week; the Committee will review and advise Chair Sandberg of any changes by Friday, 12 June.

**V. ADJOURNMENT**

The Committee adjourned at 7:00 p.m.

APPROVED

**APPROPRIATION ORDINANCE 09-04**

**TO SPECIALLY APPROPRIATE FROM THE GENERAL FUND AND RISK MANAGEMENT  
FUND EXPENDITURES NOT OTHERWISE APPROPRIATED  
(Appropriating Funds for Worker’s Compensation Expenses)**

WHEREAS, the City has determined the need to appropriate additional funds for Worker’s Compensation from the general fund;

NOW, THEREFORE, BE IT HEREBY ORDAINED BY THE COMMON COUNCIL OF THE CITY OF BLOOMINGTON, MONROE COUNTY, INDIANA, THAT:

SECTION I. For the expenses of said municipal corporation, the following additional sums of money are hereby appropriated and ordered set apart from the funds herein named and for the purposes herein specified, subject to the laws governing the same:

	AMOUNT REQUESTED
General Fund - Controller	
Line 53990 – Other Services and Charges	<u>250,000</u>
Total General Fund	<u>250,000</u>
 Grand Total General Fund	 <u>250,000</u>
 Risk Management Fund	
Line 53420 – Worker's Comp. & Risk Admin.	<u>250,000</u>
Total Risk Management Fund	<u>250,000</u>
 Grand Total Risk Management Fund	 <u>250,000</u>
 Grand Total All Funds	 \$ <u>500,000</u>

SECTION II. This ordinance shall be in full force and effect from and after its passage by the Common Council of the City of Bloomington and approval by the Mayor.

PASSED AND ADOPTED by the Common Council of the City of Bloomington, Monroe County, Indiana, upon this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
ANDY RUFF, President  
Bloomington Common Council

ATTEST:

\_\_\_\_\_  
REGINA MOORE, Clerk  
City of Bloomington

PRESENTED by me to the Mayor of the City of Bloomington, Monroe County, Indiana, upon this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
REGINA MOORE, Clerk  
City of Bloomington

SIGNED and APPROVED by me upon this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
MARK KRUZAN, Mayor  
City of Bloomington

## SYNOPSIS

This ordinance transfers \$250,000 from the General Fund to the Risk Management Fund and then appropriates the same amount from the Risk Management Fund to cover additional Worker's Compensation expenses in 2009.

## Memorandum

To: City Council Members  
From: Daniel Grundmann, ES Director  
CC: Dan Sherman, Mayor Kruzan, Maria Heslin, Kevin Robling, Mike Trexler  
Date: 6/10/2009  
Re: Risk Management Worker's Compensation Fund (Ordinance 09-XX)

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**Risk Management Fund.** The Employee Services Department requests an additional appropriation of \$250,000 from the General Fund to the Risk Management Fund in order to cover Worker's Compensation (WC) expenses. Further, we wish to appropriate that money from the Risk Management Fund to the Risk Management budget to be used for Worker's Compensation claims.

Our request for an additional appropriation is driven largely by run out claims from the last quarter of 2008. We had one case, for example, with claims in excess of \$125,000 in November and December alone. Payments for that case were made from the \$343,000 2009 budget.

We appreciate your support and I welcome any questions you have regarding this ordinance.

**Risk Management Fund**  
**Combining Schedule of Revenues, Expenditures, and Changes in Fund Balance**

	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>
Beginning Fund Balance	439,477.75	251,980.75	223,117.75	233,163.02	120,097.33	302,574.19	Budgeted 24,664.19
<b>Revenues:</b>							
Revenue Budget	462,324.00	481,335.00	485,930.00	512,967.00	676,000.00	688,908.00	723,685.00
Excess (Deficiency)	(7,951.00)	16,834.00	319,805.00	18,067.32	197,913.26	13,156.00	-
Total Revenues	454,373.00	498,169.00	805,735.00	531,034.32	873,913.26	702,064.00	723,685.00
<b>Expenditures:</b>							
Budget (as Adopted)	525,292.00	526,335.00	479,861.00	504,867.00	664,942.00	679,974.00	714,856.00
Additional Appropriations	169,590.00	-	340,568.00	244,000.00		300,000.00	
Prior Year Encumbrances	-	9,313.00	-	8,297.00	26,494.40		
Savings (Reversions)	(53,012.00)	(8,616.00)	(24,739.27)	(113,063.99)	-	-	-
Total Expenditures	641,870.00	527,032.00	795,689.73	644,100.01	691,436.40	979,974.00	714,856.00
Year End Balance	251,980.75	223,117.75	233,163.02	120,097.33	302,574.19	24,664.19	33,493.19

\*Please note, these expenses are not exclusive to Worker's Compensation. The Risk Management Fund also services the Risk Management division of Legal.

**APPROPRIATION ORDINANCE 09-05**

**TO SPECIALLY APPROPRIATE FROM THE TELECOM NON-REVERTING FUND  
EXPENDITURES NOT OTHERWISE APPROPRIATED  
(Appropriating Funds to Purchase an Enterprise Resource Planning System for the City)**

WHEREAS, the City of Bloomington desires to increase its Telecom Non-Reverting Fund budget to purchase an Enterprise Resource Planning system for the City of Bloomington;

NOW, THEREFORE, BE IT HEREBY ORDAINED BY THE COMMON COUNCIL OF THE CITY OF BLOOMINGTON, MONROE COUNTY, INDIANA, THAT:

SECTION I. For the expenses of said municipal corporation, the following additional sums of money are hereby appropriated and ordered set apart from the funds herein named and for the purposes herein specified, subject to the laws governing the same:

	AMOUNT REQUESTED
Telecom Non-Reverting Fund	
Line 54510 – Other Capital Outlays	\$ <u>500,000</u>
Total Telecom Fund Non-Reverting Fund	<u>500,000</u>
 Grand Total Telecom Non-Reverting Fund	 <u>500,000</u>
 Grand Total All Funds	 \$ <u>500,000</u>

SECTION II. This ordinance shall be in full force and effect from and after its passage by the Common Council of the City of Bloomington and approval by the Mayor.

PASSED AND ADOPTED by the Common Council of the City of Bloomington, Monroe County, Indiana, upon this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
ANDY RUFF, President  
Bloomington Common Council

ATTEST:

\_\_\_\_\_  
REGINA MOORE, Clerk  
City of Bloomington

PRESENTED by me to the Mayor of the City of Bloomington, Monroe County, Indiana, upon this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
REGINA MOORE, Clerk  
City of Bloomington

SIGNED and APPROVED by me upon this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
MARK KRUZAN, Mayor  
City of Bloomington

**SYNOPSIS**

This ordinance appropriates \$500,000 from the Telecom Non-Reverting Fund to purchase an Enterprise Resource Planning system for the City of Bloomington.



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## MEMORANDUM

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**TO:** BLOOMINGTON COMMON COUNCIL  
**FROM:** RICK DIETZ  
**SUBJECT:** REPLACEMENT OF ORACLE FINANCIALS  
**DATE:** 06/09/2009  
**CC:** MIKE TREXLER, DANIEL GRUNDMANN, PATRICK MURPHY

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We seek to replace our current Enterprise Resource Planning (ERP) system, Oracle Financials, with an alternative financial management system that will be more effective and cost-efficient, and that features standard Financials capabilities, Human Resource Management and Utility Billing.

We currently use Oracle Financials for our core financial management and CUBS (a custom-built system) for Utility Billing. We are currently lacking a Human Resource Management system. Oracle Financials is an incredibly powerful system but it is also relatively costly and is not a good fit for our relatively small operational scale. Some of the negatives include:

- **Annual Costs:** Oracle Financials costs more annually than alternatives in licensing, maintenance, staff support and contractual third-party support. It also requires Oracle Database, which is significantly more costly than competing proprietary and Open Source databases.
- **Difficult to Use:** It is difficult to work with directly, resulting in lost productivity.
- **Avoidance:** Due to difficulties and missing functionality, staff regularly employs work-arounds to using Oracle.
- **Duplication of effort:** Significant duplicate work is currently performed outside of Oracle Financials in more usable and useful systems (paper processes, spreadsheets, Quickbooks, etc) and then imported back in or re-entered by hand.
- **Opportunity Costs to Staff:** The productivity lost to Oracle Financials (difficulty, avoidance, duplication) could be regained with a new system, putting staff time to more productive use.
- **Functionality Missing:** We have lacked sufficient funds to fully customize Oracle Financials to work for us and it lacks capabilities of identified alternative systems such as Utility Billing. We have been unable to afford to add capabilities that alternative systems provide as a baseline or at more reasonable cost such as Human Resources Management, Grants Management, etc.

Many alternative systems exist that offer a suite of features targeted to municipal government that Oracle Financials doesn't. A group of ITS, ES, Controller and Utilities staff have reviewed three systems which offer significant cost and functionality improvements over Oracle Financials. That research has led to this request.

These systems are unified ERP suites targeting the mid-sized municipal government market. They are appropriate for our scale of operation and provide many features that Oracle Financials lacks. These systems also include digital document management capabilities that would significantly reduce paper use associated with our financial operations. Invoices, purchase orders and other documents can be scanned or remain digital, reducing our storage needs and furthering our greening efforts significantly.

ITS has estimated Oracle-related hard dollar expenses at \$90,000 annually, including ITS and Utilities licensing, maintenance, 3<sup>rd</sup> party consulting fees and ITS staff support. This does not include Utilities staffing and, equally important, the soft costs (lower productivity, work-arounds, and opportunity costs) borne across the civil city (Controller, ES, all other departments) and Utilities. These soft costs are significant – perhaps even exceeding the hard-dollar costs. We feel the multiple benefits of a new system make Oracle financials replacement a prudent decision with both short- and long-term benefits. Based on preliminary quotes for desirable replacement systems we estimate breakeven on the investment in a new ERP system in 2015, with hard dollar savings thereafter.

We are requesting an appropriation of \$500,000 from the Telecom Non-Reverting Fund to purchase a new ERP system. The City of Bloomington Utility Department will reimburse the Telecom Fund for 50% of the system cost to be paid out over a number of years to be determined based on the final contract price.

We believe that a new ERP system will benefit us in the following ways. It will better fit our needs as an enterprise, be easier for staff to use, provide currently missing HR and Grants Management capabilities, provide Document Management capabilities, reduce overall IT expenses, reduce paper use and paperwork, and free up staff for other priorities.

Given the costs of our current system and the benefits of change we feel we cannot make this transition soon enough. With your support we will do so in early 2010.

Warm regards,

Rick Dietz  
Director, ITS

**Telecommunications Non-Reverting Fund**  
**Combining Schedule of Revenues, Expenditures, and Changes in Fund Balance**

<u><b>Total Fund</b></u>	<u><b>2003</b></u>	<u><b>2004</b></u>	<u><b>2005</b></u>	<u><b>2006</b></u>	<u><b>2007</b></u>	<u><b>2008</b></u>	<u><b>2009</b></u> Budgeted
Beginning Cash	583,319.44	770,055.67	993,407.70	1,112,219.79	1,206,784.19	1,287,307.99	1,477,699.49
<b>Revenues:</b>							
Miscellaneous & Interest Income	9,574.29	15,927.54	35,949.18	77,303.60	70,888.52	56,525.13	13,600.00
Franchise Fees	551,365.85	572,095.14	595,158.77	606,212.62	628,644.47	708,956.76	640,000.00
Total Revenue	560,940.14	588,022.68	631,107.95	683,516.22	699,532.99	765,481.89	653,600.00
<b>Expenses:</b>							
Telecommunication Services	276,671.30	249,351.45	376,299.26	338,420.63	369,325.08	422,371.16	557,736.00
Telecommunication Infrastructure	97,532.61	115,319.20	135,996.60	250,531.19	249,684.11	152,719.23	369,000.00
Total Expenses	374,203.91	364,670.65	512,295.86	588,951.82	619,009.19	575,090.39	926,736.00
Available Cash	770,055.67	993,407.70	1,112,219.79	1,206,784.19	<b>1,287,307.99</b>	<b>1,477,699.49</b>	<b>1,204,563.49</b>

In the Council Chambers of the Showers City Hall on Wednesday, June 3, 2009 at 7:30 pm with Council President Andy Ruff presiding over a Regular Session of the Common Council.

COMMON COUNCIL  
REGULAR SESSION  
June 3, 2009

Roll Call: Mayer, Piedmont-Smith, Rollo, Ruff, Sandberg, Satterfield, Sturbaum, Volan, Wisler

ROLL CALL

Council President Ruff gave the Agenda Summation

AGENDA SUMMATION

There were no minutes for approval at this meeting.

APPROVAL OF MINUTES

Susan Sandberg noted the Summer Night of Lotus, a preview for the fall program was coming up. She also announced that it wasn't too early to think about Picnic with the Pops.

REPORTS:  
COUNCILMEMBERS

Isabel Piedmont-Smith reported she was disappointed with the Governor because he suggested that money could be saved in the expansion of I-69 by cutting corners and not meeting federal highway standards. She also was disappointed with his lobbying efforts against the climate bill before Congress in which he bashed Congress's effort to address the dire situation of global climate change to which the carbon-based system contributed. The governor said this measure would harm Indiana jobs and therefore he could not tolerate any regulation of carbon emissions. She said rather than denying the existence of a problem, he should focus his efforts on changing the Indiana economy to build green jobs and new jobs which would not be detrimental to the environment.

Tim Mayer noted that a new water main was being installed by the city on 3<sup>rd</sup> St. between Grant and Dunn which would improve service to the homes in the area and more importantly would improve fire protection. Mayer also commented on his trip to northern Indiana where he was excited to see wind generation being developed. Mayer also mentioned that this was his 47<sup>th</sup> wedding anniversary and thanked his wife Sue for those 47 years.

Mike Satterfield noted that kids were out of school which meant they would be outside riding bikes, walking, playing and sometimes not paying attention, and asked that everyone be careful especially while driving.

There were no reports from the Mayor or City offices at this meeting.

MAYOR and CITY OFFICES

Piedmont-Smith provided a report about the Council Neighborhood Enhancement Award Committee which selected the Woodlands as the 2009 award recipient. She asked for the council to approve this report. The report was approved by a voice vote.

COUNCIL COMMITTEES

- Report and Memorandum for 5-18-09 meeting of the Neighborhood Enhancement Award Committee
- Neighborhood Presentation
- Blooming Neighbor

She announced the upcoming neighborhood presentation presented by the Housing And Neighborhood Development Department and the Council of Neighborhood Associations. She also announced the upcoming Blooming Neighborhoods at the Farmers Market with information about neighborhoods and neighborhood associations, where The Mayors Excellence Award will be awarded to Bryan Park Neighborhood Association and the HAND Neighbor of the Year will be awarded to Jan Sorby, president of Bryan Park Neighborhood Association.

Randy Paul updated the Council on information he reported at a previous Council Meeting concerning Area 10's labor problems including multiple managers and no pay raise for 5 years. He said that statewide they were ranked last in compensation and benefits. Because of these problems, workers attempted to organize a union, but he said the Area 10 manager said she wouldn't negotiate with a union. He reported they would "dump the largest program they really have which is BT Access" and as a result jobs would be lost. He also said she had systematically targeted specific drivers through harassment and intimidation of drivers and their family members. He went on to say drivers couldn't support families on \$9.45 an hour. He said that today the Manager kept her promise and announced she was dropping BT Access. He added that after 20 years of operating the service, it came now as a union was being developed. Mr. Paul concluded by saying that these drivers would be out of jobs and would now need employment. Because BT Access was a provision of the Americans with Disabilities Act, it must be operational, and if no other organization operated it, then it would go back to Bloomington Transit. His request was that those jobs be transferred with the service. He said these drivers did nothing wrong and they deserved their jobs.

## PUBLIC INPUT

Sherlyn Reynolds spoke as a witness to an event involving a BT Access driver that Randy Paul had described above which involved inappropriate and intimidating behavior by the BT Access management. She said that the drivers needed to be protected since these were highly qualified drivers with expertise in working with people with disabilities.

There were no appointments to boards or commissions at this meeting.

## BOARD AND COMMISSION APPOINTMENTS

It was moved and seconded that Ordinance 09-09 be introduced and read by title and synopsis. Clerk Moore read the legislation and synopsis, giving the Committee Do-Pass Recommendation of 8-0-0. It was moved and seconded that Ordinance 09-09 be adopted.

## LEGISLATION FOR SECOND READING

Justin Wykoff, city engineering, presented the background information on the West 7<sup>th</sup> Street traffic calming information. He said the proposal would add an island at 7<sup>th</sup> St. and Waldron and at 7<sup>th</sup> St and Oak. At 8<sup>th</sup> St. and Adams, due to emergency service transportation, an island would not be appropriate, so it would be a street narrowing and there would be a circle at the intersection of Pine. At 7<sup>th</sup> and Rogers, due to the turning radius needed for buses, the city would work with the school and the neighbors to fine tune the final product.

Ordinance 09-09 To Amend Title 15 of the Bloomington Municipal Code Entitled "Vehicles And Traffic" – Re: To Amend Chapter 15.26 Entitled "Neighborhood Traffic Safety Program" to Approve Installation of Traffic Calming Devices in the Near Westside Neighborhood (on West Seventh Street)

Sturbaum asked for clarification of the process for the Rogers St. solution. Wykoff said it would be as in similar instances in the past whereby the city would work with each affected neighbor to come up with consensus on the approach. Sturbaum asked if MCCSC was considered a neighbor to which Wykoff responded yes.

Rollo asked about maintenance of the islands since there was no funding for this. Sturbaum clarified that Parks and Recreation had taken over maintenance of some of these traffic islands with funding providing by Council. He said he would advocate adding this to the maintenance budget of Parks and Recreation. At this time, he said, the neighborhoods had committed to caring for the islands, however, he believed it was in the best interest of the city to treat them as small parks and provide maintenance since it enhanced the community's attractiveness.

There was no public comment on this item.  
Final comments from councilmembers.

Wisler said he was committed to maintaining the grid pattern in the city streets because he believed it was the best way to promote smooth and safe flow of traffic and to avoid congestion. He said the more options one has to get from point A to point B, the less congestion there was, the smoother traffic flowed and the safer it was for everyone. When the grid is dismantled and drivers have fewer options, congestion is created, which to avoid, drivers will zoom through neighborhood streets. Installing traffic calming devices was an attempt to force traffic onto the main streets. He said all that does is to move frustrated drivers to another side street rather than the main thoroughfares. He said the answer was to promote the grid rather than dismantling the grid, so he would vote no on this and probably on future traffic calming measures.

Rollo said he disagreed with Wisler because it didn't interrupt the grid, it just prohibited drivers from going excessively fast through the grid. He said it was a means to reclaim neighborhoods. He congratulated the neighborhood for working through this issue and thanked the engineering and street departments and also Councilmember Sturbaum for their work.

Sturbaum said new data for 3<sup>rd</sup> Street indicated drastic decreases in speed after the addition of traffic calming. He said it really eliminated the people who go excessively fast, who are the ones who are the most dangerous.

Sandberg said she was in support of this. She said she liked the respectful manner in which the neighbors brought this forward and the way in which they worked together to find common agreement. She said this wouldn't stop or block traffic, it merely slowed it down so that the quality of life in the residential core neighborhoods was respected.

Volan asked whether the Parks Department was really ready to care for all traffic islands as council member Sturbaum said they might be. He also commented that while this may shift traffic to other streets, it may be shifting it appropriately. He said he believed it wouldn't change the grid and had the effect of slowing traffic.

Mayer said he would support this. He said he believed traffic moved to this street during commute times to avoid Kirkwood or 4<sup>th</sup> Streets. He said the failure of traffic calming was that the city had not taken a comprehensive approach to the issue. When traffic calming went in on 4<sup>th</sup> St it was very effective, but it moved the traffic to 7<sup>th</sup> and to Kirkwood, and then Kirkwood developed a plan for traffic calming which continued to divert traffic to 7<sup>th</sup> St. Therefore, a comprehensive approach would provide a more complete solution. He also talked about the Parks Department maintaining traffic islands. He said when these programs first started, there was an arrangement that the neighbors would maintain the islands in a way that was presentable to the community. He said he had a hard time with the city taking over all of the traffic island areas especially in these economically challenged times. He would like to see the neighbors step up to maintain these traffic islands since it's a good way to create community and assist the city. There were many benefits to neighbors taking care of their neighborhood. In Norway, they call traffic calming, sleeping policemen, which he said he always found somewhat charming.

Ruff asked that the Council refrain from discussing maintenance of the traffic islands since it was not part of the proposed legislation, but would be discussed at another time.

Ruff also said he would support this, but was sensitive to Wisler's

concerns. He said bad traffic calming would divert traffic to other areas and cause problems elsewhere. He added however, that this solution which was appropriate and balanced didn't discourage traffic, but discouraged the speeding.

Wisler said he did not discount the existence of a problem and believed the residents had a very legitimate concern. He said this plan was an improvement over previous plans with the street narrowing rather than speed bumps. He also said he believed it would slow traffic and reduce unsafe speed, but he believed that it would be due in part to the frustrated drivers choosing other routes. He predicted that it would be only a matter of time before those new routes would need traffic calming. The reason he was voting no was that he agreed with Councilmember Mayer that a more comprehensive approach was needed to traffic calming and to parking. He said the council thinks it has solved a problem for one neighborhood, but just shifts it to the next neighborhood, which is why there needs to be a more comprehensive approach to street design, to traffic calming and to parking. He said he sympathized with the neighbors and that their problem was real, but believed this short term solution would create more problems.

Sturbaum said the problem with a comprehensive approach was that it implied all of these issues would be tackled at once, which they can't because of the limited amount of money that would come in over a period of time. He said this was a common sense approach.

Volan said the phrase about a sleeping policeman was very apt. Police can't and aren't expected to be everywhere, so this was the best substitute. He said he agreed with and would like the council to consider a comprehensive approach to street design. He said rather than subscribe to the state and federal standards which the city engineering department adhered to, the council, if they wished to see something different should take it upon themselves to develop their own set of standards for traffic movement.

Ordinance 09-09 received a roll call vote of Ayes: 8, Nays: 1 (Wisler).

It was moved and seconded that Ordinance 09-10 be introduced and read by title and synopsis. Clerk Moore read the legislation and synopsis, giving the Committee Do-Pass Recommendation of 1-0-6. It was moved and seconded that Ordinance 09-10 be adopted.

Justin Wykoff, city engineering, presented the update on the ordinance. He said that in response to questions about the current overgrowth of flora, beginning the next day, enforcement to cause compliance would begin. He said it was the responsibility of the owner to keep the adjacent right-of-way clear and cut any growth that caused interference. He reported that HAND had received 103 complaints about vegetation in this area beginning in 2004. However, there had been a moratorium requested on that enforcement until this issue was resolved. He added that the city would explore whether the speed limit could or should be lowered from 30 mph. He said the traffic count data for Monroe St. showed that out of 125, cars 5 were going over 30 mph, with 2 going between 31 and 33, 2 were going between 34 and 36 and one car was traveling between 37 and 39 mph.

Piedmont-Smith asked that the information about the upper 15<sup>th</sup> percentile of speeds be repeated. Wykoff said the traffic count on Monroe St. had some of the higher speed numbers, and that one day of monitoring traffic yielded 125 cars, 5 of which exceeded the 30 mph speed limit.

Sandberg asked if there would be no further encroachment into the

Ordinance 09-10 To Amend Title 15 of the Bloomington Municipal Code Entitled "Vehicles And Traffic" – Re: To Amend Chapter 15.26 Entitled "Neighborhood Traffic Safety Program" to Approve Installation of Traffic Calming Devices in the Diamond Gardens / J. N. Alexander Neighborhood



public right-of way by vegetative traffic calming to which Wykoff responded yes.

Mayer asked if vegetation would be cleared from all sides, with nothing encroaching onto the sidewalk, or from above with an 8 ft clearance. He also asked if it was correct that the overgrowth of vegetation would be modified to meet city code, and who was responsible for that. Wykoff said that per the ordinance the property owners were responsible for cutting back vegetation. Mayer said since this has been ongoing for a long time and there would be much vegetation to trim, would there be any assistance from the city? Wykoff said that would have to be a discussion with Public Works, but at this point they were going to adhere to the Code.

Satterfield asked the consequence of an owner who did not cut the overgrowth. Wykoff said it was the property owner's responsibility to adhere to the City Code and if there was a lack of compliance, it was referred to the Board of Public Works for action, which could result in a hired contractor doing the work which would be billed to the property owner.

Rollo asked what would be a safe speed on Monroe St. if the vegetation remained. Wykoff said it would involve stopping sight distances from each intersection. Rollo said he believed the 30 mph was too fast on Monroe, and asked for assurance that the speed would be reduced. Wykoff said a lower speed limit would need to be approved by the council in a Title 15 amendment. Wykoff said in his traffic study most of the speeds he clocked were well below the 30 mph speed limit. Wykoff said another option was to install yellow advisory speed placards with a lower speed.

Volan said what struck him most was the vegetation that was blocking signs and curbs at corners. He asked to what extent was this issue about vegetation in the middle of the block versus vegetation at intersections. Wykoff said the intersections were particularly problematic because of the parking situation there. Volan asked if warning signs could be helpful. Wykoff said he was reticent to install a sign that said the intersection was dangerous, but did say there would be reflective markings in the bump-outs.

Piedmont-Smith asked if bushes that were really tall, but did not hang out over the street had to be cut. Wykoff said flora needed to be cut 15 ft. above the paved area or curb line.

Sturbaum asked if Councilmember Mayer's suggestion about assistance for residents hauling the flora could be provided by the city and by whom. Wykoff said it would be handled through Public Works as a one time issue since it was not something typically done for neighborhoods. Sturbaum said he was asking for this due to the special circumstances.

Satterfield asked for guidance on whether the vegetation in a tree plot could obscure the sidewalk from the street, and whether it had to be open or have a tree planted every so often. Wykoff said the City Code required the property owner to maintain the tree plot, and that the city did not plant fruit trees in the tree plots. He said the vegetation growing in tree plots needed to be thinned out to allow sun light to get to the rest of the trees. Satterfield said he was trying to balance traffic calming with sidewalk safety. He wondered if it would be acceptable to have a tree plot that blocked the views of the sidewalk from the street that would cause an unsafe pathway.

Wykoff said the city's desire was to make it safer, and if that required

vegetation to be removed, then that would happen in order to open it up and make the sidewalk more visible. Satterfield asked how many other sidewalks in this neighborhood might be obscuring the views of sidewalks. Wykoff said the south side of 10<sup>th</sup> St. was probably the worst case.

Mayer asked for an estimate of cost for installation of traffic calming. Wykoff said it would be approximately \$34-37,000.00 for these improvements.

Volan asked if the vegetation could be left as is and create a bump-out around it, add a curb on the edge of it and thereby create a sidewalk that was carved from the street that would also help with traffic calming. Wykoff said it would eliminate the tree plot and reduce pedestrian safety and was undesirable to put the pedestrian up against traffic. Wykoff said the two distinct issues of this proposal were traffic calming and pedestrian safety, and added that no matter what action was taken, the noncompliant vegetation would be trimmed to increase pedestrian accessibility and safety.

Piedmont-Smith asked about the safety of the sight lines at intersections with the proposed bump-outs. Wykoff said by removing the obstructive flora the sight lines will be improved.

Volan asked why the city would want to keep the speed limit at 30 mph rather than reduce it to 25mph. Wykoff said according to research and his experience, reducing the speed limit doesn't necessarily slow drivers, since they drive the speed they are comfortable driving. Volan asked whether signs reading "Slow, children at play" would help increase safety. Wykoff said those types of signs are too ambiguous to yield an effect and his recommendation for safety has been improving visibility at intersections, making sidewalks safe and addressing the speeds, even though his traffic count did not show there was speed here.

Satterfield asked whether this neighborhood had contacted the Environmental Commission for guidelines on their desire to develop traffic calming utilizing natural vegetation and landscaping. Sturbaum said it was more of a do-it-yourself job.

Wisler asked about the locations of bump outs where they were directly across from each other. Wykoff said the bump-out locations were guided by the requests of the neighbors to preserve the existing vegetation. Furthermore, Wykoff said the proposed bump-outs would protrude 8 feet into the street which is about the width of a parked car, which still preserved space for two-way traffic. Wykoff said it accomplished preserving the vegetation as well as narrowing the street for traffic calming.

Satterfield asked about differentiating between alleys and street and their respective widths. He wondered if in addition to exploring traffic calming in this proposal, a wider area should be explored.

#### Public Comment:

America Bass said she thought that cars went too fast and it was too dangerous to play in those areas.

Michael Miller said he was reading a comment from his sister-in-law who asked why did she have to ask for city code to be enforced, and why aren't fines being levied for the overgrown trees and why have people been allowed to blatantly ignore city code for four years. He added that common sense would tell you how fast to go. He said he

didn't believe that city time or money should be wasted on this, but rather the current laws should be enforced. He said the bump outs won't slow traffic, and didn't think there was a speeding problem in the area.

Marc Haggerty said there really was limited overgrown vegetation, but rather this was an attempt to compromise with the city to keep children safe. He said this was the neighborhood's effort to homestead the area and make it a place that was good to live. He said they never wanted the wide thoroughfares put into their neighborhood and said this was a legitimate, good solution.

Tracey Miller who grew up on Cottage Grove said that since 1981 it had deteriorated. She said she can no longer visit there because of the insects that are drawn by the vegetation and deterioration. She also added that she was almost in an accident because visibility on the streets was obstructed. She also said that people being chased by police have hidden in the vegetation. She said she didn't feel safe in this neighborhood. She expressed concern that the city code wasn't being enforced.

Ruth Beasley acknowledged the five years of time and effort that went into this compromise proposal. She thanked Chris Sturbaum, Justin Wykoff and JD Boruff, as well as her neighbors who have participated and spoken up. She believed there was a problem with speeders and questioned whether the vegetation really drew wild animals anymore than anything else would. She said she agreed with some of her opposition and also believed their neighborhood was one that was pleasant, cooperative, friendly and helpful. She said there was a lot of work to do and the neighborhood would be pitching in. She said they would also consider the offer from Vickie Provine in the HAND department to help form an association. She asked that the council support this proposal.

Larry Williams said he would like to see the city treat this neighborhood as they would the rest of the neighborhoods in the city. He said if there was a rule, then everyone should abide by it, and if there was no rule then anyone could grow weeds. He said the traffic was not that bad, and although he was not opposed to the traffic calming, he questioned paying \$32,000.00 for this and said he thought the money could be used for other things.

Gena Winzeler said she grew up in this neighborhood and said she was confused about whether the issue was about speed or the flora. She said it was two totally different issues. The city code regulated the flora in the neighborhood and should be enforced. Speeding issues should be addressed with traffic calming devices and not overgrown flora. She said the data already indicated that speeding was not a problem. She said the overgrown vegetation was a danger to traffic, because you can't see over it and you can't see through it, and if the overgrowth could be regulated, then everyone would be happy.

Erich Nolan said that when the traffic calming is installed the overgrowth would be brought into compliance and sight lines would be open. He also said he never heard of criminals hiding in bushes or danger in the trees. He said he went door to door with the ballots, and didn't intend to violate the rules. He said he didn't think they intimidated or coerced anyone in the process, but that he was just trying to facilitate the process. He also added that many people who were speaking on this issue lived outside of the affected area, and although they were entitled to their opinion, they were not within the voting boundary. He said it was the few people who drove very fast who caused the problem.

Lanna Pedro said that the people circulating the petitions said it was for

stop signs and never said anything about other traffic calming devices. He also said he was told that some people signed the petitions just to get rid of the people circulating them because they wouldn't leave them alone. He also said he was one of the people who for 10 years had asked the neighbors to cut their vegetation, and added that for a year he called the HAND Department as well to complain. He asked where were his rights and believed they had been abridged. He added that there was no speeding problem.

Bobbie Hall thanked Steve Volan for coming to the neighborhood. He said that while safety was an issue, the neighborhood also wanted to look good. He was concerned that the vegetation would still exist because the bump-outs would create a greater space to allow the vegetation. He said rather than add sidewalks the sidewalks that exist could be utilized if the vegetation was just cleaned up. He said he had asked for the yellow curbs to be painted, but to no avail, and was concerned that complaints and requests were not answered. He said he was concerned that the railroad would cut vegetation on his private property, but the city wouldn't enforce its own code for trimming vegetation. He said the vegetation problem and weeds was a problem with only 6 or 7 pieces of property.

#### Council questions for staff as a result of Public Comment

Piedmont-Smith asked if the curbs would be painted yellow at the intersection, to which Wykoff said yes. She also asked if the funding for this was available now. Wykoff said there was not enough funding for this and the 7<sup>th</sup> St. project, but was going to approach the Council Sidewalk Committee to determine if they might have available funds.

#### Final Comment

Sturbaum said this was a compromise and that there was a moratorium on enforcement over the last couple of years, but that ended. He agreed with the residents who said the regulations had to be enforced. He said this had been a great opportunity for the neighborhood to tell the council and the city that a better job needed to be done in that neighborhood, and he pledged publicly to do so. He said the neighborhood had been heard about how they wanted the neighborhood cared for. He said this was a very positive outcome because a neighborhood that never got attention before was now getting attention. He added that the message the neighborhood sent was that they cared about their neighborhood and wanted to work to be a part of it.

Satterfield said he believed that neglect was the issue here. Whether it was from the neighbor's side or the city, it was neglect. He said he visited the area and felt that the flora was a real problem and had been neglected, which he called a safety issue. He said the council had received very thoughtful comments from the neighbors, and although using flora as traffic calming was a novel idea, the neighborhood needed to help with this, which they said they would. He said the balloting process did not go well and it left the same questions as to whether this was a worthwhile investment of city time and money, but he was also concerned about the resulting safety issues, which was a deciding factor for him, he said. He suggested working with the city for natural landscaping programs.

Piedmont-Smith said there were two mistakes made here. The first was the past street-widening and the second was that the city did not enforce the city code. She said she wanted to make it clear that the vegetation would be cut, and recognized that the vegetation was an important issue for many residents. She also said that she viewed this proposal as an

important compromise, and that it will be good for the neighborhood.

Rollo said he supported this compromise, but was troubled about the lack of Code enforcement. He said he would like to propose that in a year the Council receive a report on compliance on both sides and the neighborhoods impression of outcomes.

Sandberg said she was left with an unpleasant impression by the overgrown vegetation and obscured sight lines. She said she loved it when neighborhoods became organized and worked for their common good to improve their neighborhoods. She didn't believe that traffic calming should occur through civil disobedience and the overgrown vegetation. She said everyone wanted what was best for the neighborhood, and hoped that the process would move forward with a better understanding of getting needs met. She viewed this as an opportunity to assist this neighborhood and other vulnerable neighborhoods in the city.

Wisler acknowledged how difficult this issue was. He said the plan was a step in the right direction, and was a better kind of traffic calming than previous efforts, especially due to on-street parking which he supported as a traffic calming means. He said if this was just about traffic calming, he could probably support it, but said the placement of bump-outs was clearly a result of the overgrown vegetation. The compromise sends a terrible message that the city is selective in code compliance. He said if the vegetation now will be cut, he didn't understand why the city had waited until now. He said the funding became the crucial issue for him, and since this project had never been mentioned at the Council Sidewalk Committee, he was stunned that this would now be considered because there was a whole list of other priorities which never included this project. He added that the Council was the only body with the power to change the speed limit, and perhaps, since that had been mentioned as an issue, the council should explore that in the future.

Mayer said this problem had been brewing for 30 years. He said when he left last week's meeting he decided to vote no on this, but after a discussion with Councilmember Sturbaum he understood that the long time and effort put into this and the type of compromise for this proposal which shifted his opinion. Then an email from a neighbor which he found very disturbing and insulting caused him to change his mind. He said a subsequent conversation with Sturbaum provided the answers he needed to assure that his concerns for clear sidewalks that would be safe and passable, intersections that would be cleared to create good sight lines, and traffic would be addressed in a meaningful way. He added that this was an opportunity for the neighborhood to come together and to create agreement.

Volan said the decision was difficult because it was a question of whether speed or flora was being addressed. He said the streets didn't have enough parked cars to gain the safety benefits from that type of traffic calming, and that this must be the only neighborhood without a parking problem. He praised those involved for their civility and lack of rancor. He said the hold placed on vegetation trimming raised the question of whether the system worked. He said the problem actually arose from what he called a clever form of civil disobedience, which was to grow trees to narrow the streets and slow traffic. He said he thought the roads were too wide but not sure that this was the right way to narrow them, especially in light of the cost.

Ruff said, as pointed out, the process wasn't ideal, but in the end a good compromise was reached. He said that vegetation will be trimmed and in compliance, and reminded that it hadn't been in compliance because a

request was made by a councilmember not to enforce it, because the vegetation might someday become part of the traffic calming effort. He said he too was concerned about the expenditure for this, but believed that this would correct a mistake that was made when the roads were widened. He said he would defer to Councilmember Sturbaum for his work on this and would vote yes.

Sturbaum complimented his fellow Councilmembers for their time and effort.

Ordinance 09-10 received a roll call vote of Ayes: 7, Nays: 1 (Wisler), Abstain: 1 (Volan).

It was moved and seconded that the rules be suspended to consider a motion not on the agenda.

MOTION TO SUSPEND THE RULES TO CONSIDER AN ITEM NOT ON THE AGENDA.

The motion received a roll call vote of Ayes: 9, Nays: 0.

It was moved and seconded that the Council request that a compliance report relevant to Ordinance 09-10 be presented at a meeting of the Common Council within one year after the installation of the traffic calming devices. The compliance report will provide information on sight lines, complaint record, speed limit modifications, and other matters related to code compliance. This information will be offered under the direction of the Mayor.

MOTION TO REQUEST A COMPLIANCE REPORT RELATED TO ORDINANCE 09-10

Volan said he would request more than one day of traffic count data to be included in the study.

Danny Lopez, Mayor's Office said the Mayor's Office supported this motion and that he looked forward to making the requested report. He suggested that engineering be allowed to make the determination as to how the data should be collected for the study.

Volan said he thought it needed to be made clear that the data would include more than one day's count of traffic in the study. Wykoff said there is always more than one day of data as in this past study, and that one to two weeks of data would be included in this study.

The motion received a roll call vote of Ayes: 9, Nays: 0.

There was no legislation for first reading at this meeting.

LEGISLATION FOR FIRST READING

It was moved and seconded that the rules be suspended to consider a motion to cancel the committee meeting scheduled for 5-10-09. The Motion received a roll call vote of Ayes: 9, Nays: 0

MOTION TO SUSPEND THE RULES TO CONSIDER AN ITEM NOT ON THE AGENDA.

It was moved and seconded that the Committee of the Whole scheduled for June 10, 2009 be cancelled. The motion received a roll call vote of Ayes: 8, Nays: 0 (Satterfield out of room)

MOTION TO CANCEL COMMITTEE OF THE WHOLE SCHEDULED FOR 6-10-09

Randy Paul returned to the podium to continue his previous comments, that the suspension of BT Access by Area 10 had created a sense of urgency. He said the Area 10 Director said she would never negotiate with a union and she would drop BT Access which happened today. He said for anyone who was a friend of labor, now is the time to speak up. He said there needed to be more than just a few people speaking out in order to protect these drivers.

PUBLIC INPUT

Bobby Hall said he was quoting the Mayor who said in a previous

statement that the city will aggressively pursue neglected properties to reduce neighborhood blight, unfair living conditions and crime.

The meeting was adjourned at 11:20 pm.

ADJOURNMENT

APPROVE:

ATTEST:

Andy Ruff, PRESIDENT  
Bloomington Common Council

Regina Moore, CLERK  
City of Bloomington

FOR APPROVAL