



# CITY OF KENT, OHIO

## DEPARTMENT OF COMMUNITY DEVELOPMENT

**Date:** **UPDATED:** May 8, 2023 (actual PY2023 CDBG Grant Award)  
February 22, 2023 (estimated PY2023 CDBG Grant Award)

**To:** Dave Ruller, City Manager

**From:** Kathy Petsko, Grants & Neighborhood Programs Coordinator

**Cc:** Bridget Susel, Community Development Director  
Amy Wilkens, Clerk of Council  
Patti Long, Assistant to the City Manager  
PY2023 CDBG Action Plan File

**Re:** PY2023 CDBG Project & Funding Recommendations

The City has finalized its PY2023 Community Development Block Grant Program (CDBG) funding allocation based on the notice received from the U.S. Department of Housing and Urban Development (HUD). The City's CDBG funding for the upcoming 2023 program year, which will begin on August 1, 2023 and extends through July 31, 2024, is **\$278,983**.

The PY2023 award amount is \$27,237 less than the City's PY2022 funding, which was used to estimate funding amounts in the original February 22, 2023 memo. The City will receive \$278,983 for CDBG PY2023 and will commit an additional \$7,000 in CDBG Revolving Loan Fund (RLF) to address some of the shortage. Based on the reduced CDBG allocation amount and the need to offset some of the shortfall with RLF funding, the staff is recommending the revised funding amounts for a total of seven (7) projects as listed below.

Based on a review of the proposals, adjustments in funding awards, and in consideration of all applicable CDBG regulatory requirements, staff is recommending Council approval of the below projects and amounts at its May 17, 2023 meeting. Formal approval in May allows time for the completion of the 30-day public comment period and a second public hearing prior to authorization.

### 1. City of Kent, Engineering Department – Walnut Street Reconstruction

This activity provides funding to assist with the design and full-depth reconstruction of Walnut Street from Harris Street to Dodge Street. The work involves new sidewalks, concrete curb and gutter, catch basins and storm sewers to improve drainage along the roadway. This is a multi-year project and construction is scheduled for 2023 (Phase 2 – Harris to Dodge).

Funding Requested: \$160,000

PY2022 CDBG Funding: \$160,000

**PY 2023 Funding Recommended: \$153,000**

**+ CDBG Revolving Loan Funding: \$7,000**

**2. City of Kent, Police Department – Neighborhood Policing Program**

The Neighborhood Policing Program provides additional patrols and police visibility primarily in low-to-moderate income neighborhoods and housing complexes. The program has a goal of improving communication, trust and understanding between residents and the Police Department. Funding for this activity is counted toward the Public Service 15% funding limitation.

Funding Requested: \$24,000  
PY2022 CDBG Funding: \$18,000

**PY 2023 Funding Recommended: \$17,000**

**3. CAC of Portage County – Furnace Inspection/Targeted Replacement Program**

The applicant is requesting funding from the CDBG program to continue its “Kent Furnace Inspection/Targeted Replacement Program” that provides the services of furnace inspections, tune-ups, or the replacement of failing or inefficient furnaces and/or hot water tanks for owner-occupied low-to-moderate income Kent households.

Funding Requested: \$35,000  
PY2022 CDBG Funding: \$35,000

**PY 2023 Funding Recommended: \$35,000**

**4. Family & Community Services – Homeless Shelter Services**

The Homeless Shelter Services program provides services at Miller Community House, which is an emergency homeless shelter. Funding helps pay for shelter nights spent by Kent residents including needed case management, counseling and housing placement. Funding for this activity is counted toward the Public Service 15% funding limitation.

Funding Requested: \$15,000  
PY2022 CDBG Funding: \$15,000

**PY 2023 Funding Recommended: \$15,000**

**5. Coleman Health Services – Anna Street Apartments**

Coleman Health Services (formerly known as Coleman Professional Services) is requesting CDBG funds to make handicapped accessibility improvements to the parking lot and sidewalk at Coleman’s Anna Street Apartments, a permanent supportive housing facility for individuals with disabilities. The buckling pavement and sidewalk are creating accessibility issues for residents with physical disabilities. The requested CDBG funds would allow Coleman to have the asphalt parking lot repaired and the concrete sidewalks replaced.

Funding Requested: \$17,300  
PY2022 CDBG Funding: \$9,000

**PY 2023 Funding Recommended: \$21,000**

**6. Ohio Small Business Development Center – Small Business Counseling**

Funds will be used to provide one-to-one business counseling, as well as business workshops/training, for low- to moderate-income residents of the City of Kent.

Funding Requested: \$5,000

**PY 2023 Funding Recommended: \$5,000**

PY2022 CDBG Funding: \$5,000

**7. Habitat for Humanity of Portage County – Aging in Place**

Funds will be used to provide critical home repairs to low-to-moderate income homeowners within the City of Kent. Repairs will include accessibility modifications/retrofits and emergency home repairs that cannot be addressed through the City's other rehabilitation programs.

Funding Requested: \$25,000

**PY 2023 Funding Recommended: \$10,000**

PY2022 CDBG Funding: \$0

**8. City of Kent, Community Development – Administration**

These funds are used to cover grant administration costs such as the cost of staff, supplies, advertising, postage, copying, travel costs for training, and other related costs. Funding for this activity is counted toward the Planning and Administration 20% funding limitation.

Funding Requested: N/A

**PY 2023 Funding Recommended: \$3,983**

PY2022 CDBG Funding: \$6,766

**9. Fair Housing Consultant– Fair Housing Services**

These funds will be used to cover the cost associated with the provision of fair housing service. The consultant will provide counseling in the areas of housing discrimination and landlord-tenant issues. They will investigate fair housing complaints and provide a variety of public education and outreach services in the City. Funding for this activity is counted toward the Planning and Administration 20% funding limitation.

Funding Requested: \$19,000

**PY 2023 Funding Recommended: \$19,000**

PY2022 CDBG Funding: \$19,000

A spreadsheet summarizing the requested and recommended funding amounts has been attached for review. Copies of all submitted PY2023 CDBG proposals are also available for review at the Community Development Department.

**PY2023 CDBG Allocation (8-1-23 to 7-31-24). HUD Final Allocation (Updated 5-8-23)**

Applicant	Project	CDBG Request	PY 2023 Funding Recommended	Funds Awarded in PY2022
Coleman Health Services	Anna Street Apartments	\$17,300	\$21,000	\$9,000
CAC	Targeted Furnace Replacement	\$35,000	\$35,000	\$35,000
Engineering Department	Walnut St. Phase II (1 of 2 funding)	\$160,000	\$153,000	\$160,000
Habitat for Humanity	Neighborhood Revital./Aging in Place	\$25,000	\$10,000	
F&CS	Homeless Shelter Services	\$15,000	\$15,000	\$15,000
Kent Police Department	Neighborhood Policing	\$24,000	\$17,000	\$18,000
Ohio Small Business Dev. Center	Small Business Counseling	\$5,000	\$5,000	\$5,000
Administration	Administration		\$3,983	\$6,720
Fair Hsg Contact Serv.	Fair Housing		\$19,000	\$19,000
<b>TOTAL</b>		<b>\$281,300</b>	<b>\$278,983</b>	<b>PY2023 CDBG Actual Only</b>
	Walnut St. Phase II (2 of 2 funding)		\$7,000	<b>CDBG RLF Funding Only</b>
			<b>\$285,983</b>	<b>TOTAL PY2023 CDBG + RLF</b>
<b>2023 Allocation (estimated):</b>	<b>\$306,220</b>			
Public Service Cap (15%):	\$45,933		\$37,000	\$38,000
Administration Cap (20%):	\$61,244		\$22,983	\$25,720