

Lynnville Town Council

April 2, 2019 Agenda

CALL TO ORDER: PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: February 19, 2019

APPROVAL OF CURRENT BILLS: February 20, 2019 – April 2, 2019

TREASURY REPORT: Lauri Stockus

DELINQUENT BILLS: Due date April 10, 2019

ADJUSTMENTS: Duncombe- water pipe broke - fixed

OLD BUSINESS: Leaks on roof of Tan Building

Park entrance signs

Commonwealth bill \$482.12-Revisit

NEW BUSINESS: Economic Development Coalition bill - \$8000

Wilcox Earthworks bill \$500

OCRA funding- emailed copy to Board Members and Mr. Bruner 3/20/19

-printed copies upon request

Michael Dennis- races at Lynnville Park

-Black Coal - SIGPS Race on July 21, 2019

-LA Dirt Riders - MSXC Race on Nov10, 2019

Missy Wallace – Adding culvers on property Russ just purchased

OTHER BUSINESS: Set up interviews from applications for 2 part time seasonal help positions

REPORTS: J. William Bruner, Attorney

Lauri Stockus, Clerk-Treasurer

-Invoice Cloud update (Web payments)

Tim Reibold, Fire Department

Sarah Kolley, Park

Bryan Flowers, Town Marshall

-golf card inspection

Steve Bailes, Water/Sewer Operator

-Postholes repaired – list provided to Steve Bailes 3-5-2019

-Stop sign repaired – 1st and Cherry

ADJOURNMENT

NEXT MEETING: April 16, 2019

ANY AND ALL BUSINESS TO PROPERLY COME BEFORE THE LYNNVILLE TOWN COUNCIL

**LYNNVILLE TOWN COUNCIL
APRIL 2, 2019**

**Present: Eric Erwin, Doris Horn, Stacy Tevault, William J Bruner
Absent: Lauri Stockus**

Call to Order

Moment of Silence

Pledge of Allegiance-Pat Retter's hat with flag emblem is noted by Eric

Approval of Minutes: (Masonic Lodge minutes to be fixed, correction is Ronald Erwin) February 19, 2019. Stacy makes the motion to approve. Doris seconded. All in favor. Motion carries.

Approval of Current Bills: March 19, 2019-April 2, 2019. Doris makes the motion to approve current bills, Stacy then corrects dates on the agenda made by the Clerk-Treasurer (error possibly made due to illness per Stacy) agenda reads February when it should read March in the Approval of Minutes and Approval of Current Bills. Stacy seconds Doris on the motion to approve of current bills with the corrected date. Stacy makes the motion to approve the minutes with corrected date and Doris seconded. All in favor. Motion carries.

Treasury Report: Lauri Stockus is out due to illness.

Delinquent Bills: Due date April 10, 2019. Stacy makes the motion to shut off all accounts not paid by due date. Doris seconded. All in favor. Motion carries.

Adjustments:

1) Michelle Duncombe- water pipe broke- fixed. Adjustment amount \$183.17. Doris makes the motion to approve the adjustment. Stacy seconded. All in favor. Motion carries.

Old Business:

Leaks on roof of tan building: Eric is informed by Mike Dennis that a leak has been seen. The belief is the roof has not been fixed. Mr. Bruner asks Eric if he would like to hire someone else to repair the roof. Then go after Jerry Johnson. Doris makes the motion that if the roof is not fixed by the next meeting in April that another person is hired for the repairs and Mr. Bruner goes after him. She states there has been ample time and the next meeting is April 16th. Stacy seconded. All in favor. Motion carries.

Park Entrance Signs: Alvey Signs and Custom Signs will both submit ideas for various types and designs. Traditional, lighted and digital signs are options. Doris states digital signs can be controlled by smartphone. Doris also states the sign company went through the park and made suggestions for signage on buildings. Doris asked Sarah to give a copy of the rules of the park to the sign companies. The sign company has been asked to view the park as a visitor. Decisions can be made at the April 16th meeting.

Commonwealth bill \$482.12-Revisit: Bill is for professional fees and mileage. Eric states we spoke with Craig from Rural Development and this is a normal fee. Doris makes the motion to pay the bill. Stacy seconded. All in favor. Motion carries.

New Business: Economic Development Coalition bill- \$8000 Stacy states this is for grant administration. Doris makes the motion to pay the bill. Stacy seconded. All in favor. Motion carries.

OCRA Funding- all council members and Mr. Bruner have a copy. The State of Indiana 2019 Action Plan. This is an informational packet explaining the five major HUD-funded programs. Doris explains that the block building was done through OCRA, residents that used OCRA funds could not sell or refinance their residence for a certain number of years after using funds, funds could be used to get homes up to code and for appliances.

Michael Dennis-Races at Lynnville Park

Original race scheduled for 03/31/2019 postponed due to weather.

Black Coal - SIGPS Race request to be held July 21, 2019, September 15, 2019

LA Dirt Riders - MSXC Race on November 10, 2019

Doris asks Mike if he has checked with Sarah on the July date. He states he has not but RSVP's have been done on both dates. Stacy and Mike discuss the communication issues with the park that need to be addressed pertaining to phone calls not being answered. Doris makes the motion to approve the dates for all of the races. Stacy seconded. All in favor. Motion carries.

Russell Wallace addresses the board with questions and concerns about adding a culvert on his property. The part of the property in question is the East side. Part of the concern is how to address this issue in regards to the property of his neighbor Theodore Browning. Mr. Wallace states he has letters from the state that claim work will be done on Hwy 68 and he wonders when this will begin. Doris states it will start this fall. Mr. Wallace informs the board that the trailer on the property is being moved to Louisville, KY. He had thought about putting in a culvert behind the area of the trailer with the Town Board's approval at some point in the future. Mr. Wallace asks if the board would let him know the codes for a culvert. Doris asks for a week or so to look at the Town Hall for the plans for the work to be done on 68. Doris advises Mr. Wallace to go to the old courthouse to speak to Sherry or Molly with BZA.

Doris called the state after the last rain. She has pictures. The issue starts by the old apartments. The culvert is clogged. The state needs to put new culverts in. Looking at the pictures of the property provided by Mr. and Mrs. Wallace, Eric states the ditch that went through the field was closed off and now the water has nowhere to go, this is also another reason for flooding. Doris states all ditches were closed off when the subdivision went in because no one wanted a ditch going through their property. There is discussion among all about flooding issues, sump pumps, power outages in reference to sump pumps, and loss of property value. When the Town Board is questioned what will be done now? Eric states that there are enough issues for everyone in the community now that the state can be asked to put in a 6 foot ditch along Hwy 68 and property owners without a ditch can be asked to put one on their property. The state code can be enforced on driveways also. The county needs to be contacted also. Mrs. Wallace states when the subdivision was built the catch basins were skipped. Eric states he will call the county and have them relook at this situation. There have been enough valid complaints. Eric states if people are not putting in, by code, what is required there is a problem. Doris asked, where is the building commissioner in all of this. Mr. Bruner wonders how the plat was ever approved without the drop boxes or catch basins. Stacy state that people are not following through. Permits are being obtained but there is no follow through. Houses are built, people move in and then they can figure it out, Stacy states this is unfair. This flooding issue is a known issue around town and we have to get to the bottom of it. Stacy asks if Eric will call the county and Eric says Mr. Bruner should call the county and the Drainage Board. Eric says he would like to see the Plat map and the design of the subdivision. (Tecumseh Estates)

Ted Wardrip also received a registered letter from the state concerning the work to be done on Hwy 68 per Mr. Wallace. Mr. Retter has not. The culvert at the residence of Rachel Ruppert is stated to be a major problem. The culvert is collapsed. Eric states the pipe on Vine St is probably not big enough. The council gives their assurances that they will work on the flooding issue. Doris will call the state again tomorrow. Vincennes will be contacted again by Mr. Retter.

Invoice Cloud update (web payments)

326 customers paid utility bills online \$30,454.12

Autopay sign up- 19

Paperless billing- 62 saving on postage, paper and ink

Mr. Bruner- Elm St. property- Sarah spoke with Ms. Hargrave. Mr. Bruner states a violation was filed and owner states property was cleaned up. Mr. Bruner stated the board would make the decision as to whether or not the clean up was satisfactory. Mr. Bruner states to the board that the property owner is here before the board. She explains that Brian Flowers served her with the violation and she was asked to attend the March 5th meeting but that was not enough time and she was given an extension. The trash that was part of the complaint was picked up. She also states they take their trash to Boonville one or two times per month and gives their prices. She says that as long as the trash was gone she didn't have to go to the meeting. The complaint was also about fighting in the front yard, furniture, and loose dogs. She explains the dogs are a pain in the ;) butt and she has had to fix a broken fence and a broken window twice because of the dog getting out. The furniture in the complaint is outdoor wicker furniture, a ride on toy, grill, bike and a tote full of trash that was supposed to go to the dump. Pictures have been provided to prove trash has been removed and property is clean. As far as the fighting in the front yard there has never been a domestic issue called on the property so she is not sure of the reference being made. Ms. Hargrave states some neighbors feed the dogs and whistle for them at night and this causes them to attempt to break through the fence. She again states the fence and windows have been fixed. Stacy does state to Ms. Hargrave that the trash could be an issue with smell as the seasons get warmer, Ms. Hargrave asks if there are complaints from other neighbors to the board. Eric states there have not been other complaints. Ms. Hargrave explains this could be a personal issue with the neighbor. Doris interjects on a personal note, that while driving with young family members through town, the family members asked, "why can't Lynnville look nice like Elberfeld?" As a board member this was very embarrassing. Doris states that the board takes interest in many projects that are important to the community, but it is time to take Lynnville back. Ms. Hargrave explains that several of her neighbors and community members have more trash and junk on their property than she. When she is asked to fill out a complaint she declines. Eric and other board members exclaim that is the problem! Eric explains that people will come to him and other board members to complain about the issues but do not want to go to Town Hall and file a complaint. Eric explains that it is hard for the board to enforce it if they don't write it up. Eric gives this example...If I write up a complaint then I am exempt from that complaint, I cannot vote on it. Mr. Bruner asks the board about the upcoming hearing scheduled for April 11, 2019 at 2:00 in regards to the violation. Eric says he thinks the property is satisfactory, his concern is the animals. He makes it clear to Ms. Hargrave that the animals will be picked up by animal control if need be. Eric would like the record to state that the dogs owned by Ms. Hargrave walk through his yard every night and this needs to be resolved. Eric assures her that she is not the only one with loose animal complaints. Ms. Hargrave asks where she can obtain a copy of the ordinances. She is told they are available on the town website. Mr. Bruner asks if the case will be dismissed. Doris makes the motion to dismiss. Stacy seconded. All in favor. Motion carries.

Other Business:

Interviews for 2 part time seasonal help positions will be scheduled for April 15th, 2019 starting at 5:00 p.m. Eric will contact the applicants and schedule their interviews

Mr. Bruner states he spoke with Doris about the Hyndman property and is under the impression that it is taken care of and just wants to make sure that is the case. Doris says she wants Mr. Bruner to let the property owner know that the property must still be kept mowed and trimmed because it is in the city limits. The trailer and the trash are gone. Mr. Bruner says he has let them know this is to be done and that there is a grass and weed ordinance. Mr. Bruner says his intention now is to release the judgment as it is satisfied and they paid the court costs. Mr. Bruner would like this on the record.

Mr. Bruner also states he has looked at the warranty offered by Window World that will cover the town. This can be discussed at a later time when a decision is to be made.

Doris went to Menards, Home Depot and Lowes to look for items for the community center. Menards was the easiest to work with. 3 companies will be coming to measure and figure costs for installation of sink and countertops. There is a hole that needs to be patched that will be looked at where mice were coming in. Tiles are also coming up that need to be glued down.

Sarah Kolley and Jeanne Wolf washed every wall the Community Center and it looks great

The floors at the community center have been done and look spectacular! Tony Wilson, the person that did the floors, would like to know if the town would be interested in selling the floor cleaner at the Community Center. Stacy states that the buffer is not operational. Stacy says Sarah was given the number to see if the switch could be repaired but we have never gotten anywhere with it. Eric asks Mr. Bruner if this item would need to be advertised and bids taken.

Stacy- park hours need to be decided. When phone calls will be answered and returned. If cell phones are being paid for by the Park/Town then the calls made to them need to be returned. Cell phone needs to be added to the answering machine. Stacy states that she has had multiple phone calls, not just from Mr. Dennis, that they are not getting responses for any calls at the park. Eric would like a schedule from the park employee to be approved by the board. Weekend and holiday work needs to be more uniform. The park manager needs to be there for the busiest times. Eric will call Sarah tomorrow to discuss the schedule and he will get it to the other board members before the next meeting. He would like for the gatehouse to be up and running and ready to go. Phone calls should be returned and leases can be worked on.

Doris asks if covering should be provided for the tables at an extra cost. Eric says he has no problem with this. Stacy says she does not want to provide the covering because some people will buy their own covering anyway then the town is out that money.

Community Clean-Up has been cancelled for April 13th, 2019 and has been moved to late summer or early fall.

Town Wide Yard Sale is April 27th. Deadline to sign up is April 13th.

Sign up at town hall or leave your money in the night drop with your name and address.

Sign up at Dakota Marks Be-You-Tiful Spa.

Community Easter Egg Hunt:

Eggs for the Community Easter Egg Hunt at the park will be filled.

Eric contacted John to mow around where the Easter Egg Hunt will be.

John put in two more rumble strips by the fire house. New buildings at the Park and Water/Wastewater is complete, electric is complete. Electric is not to either building yet. Duke and Vectren have been called. Eric received a text from B & A Construction, Inc to do a walk around and final inspection this week. They dropped off final bills at Town Hall to be paid. Eric invites Stacy and Doris to do the walk around and final inspection with B & A Constuction before the final payment is made to insure that all is as it needs to be. Then the keys will be turned over to the Town and final payment will be made.

Eric explains that he speaks with Steve 2 or 3 times a week. Steve is having issues with his girlfriend being in and out of the hospital. Eric says it is time to sit down with Steve and come up with a schedule. Even though he is a salaried employee he needs to be in town with Gary doing what needs to be done on a certain schedule. He has been here almost a year and he has days he can take off and he is not using those. Stacy states that a testing timeline is also needed. Eric states that Steve has to get certified. Eric also states for the record that he told Steve and Gary that if they could not use a little common sense he didn't see where the Town of Lynnville needed them.

Jana asks a question about boat rental. Oars and life jackets are given with boat rental and last year some things (oars) were missing. There is a \$10 deposit for rental but could something else be used such as a renters driver's license returned to the renter upon return of boat and oars and life jackets be used. Stacy states that she doesn't think a renter could be asked to leave their license but a copy could be made. Maybe the deposit could be larger. Stacy states she would like kayaks to be purchased for rent. Eric states the renter could be made to return the boat before the park employee leaves for the night. Stacy also has the idea that a fee could be charged by debit/credit card machine if the boat and oars and life jackets are not returned by the stated time a \$25 or \$50 fee would be charged to the card.

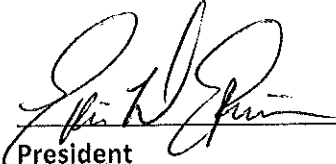
There is also a request for plug adapters for RVs. There were 5 but they have all been taken. John asks if hours of rental are written at the gatehouse.

Doris tells the board she is proud of this board they have made a lot of headway. Eric discusses with Jana the issues with the removal of the gatehouse and how she and other park employees will be responsible for making sure people pay when they need to. Eric states that he and the other members of the board realized the problem when they became members with the attitude of... 'It's just Lynnville'. It shouldn't make a difference if it is 'just Lynnville' RV Park, at Scales Lake or Lincoln people don't get away with not paying. If park employees have to stand outside with a clipboard so be it because that is how park employees get a paycheck.

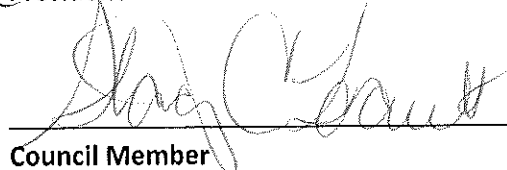
Doris says Tom has kitchen cabinets he would like to donate to John if he would like to have them. Doris also asks about the trash bin from Advanced. Eric says the trash bin they have holds the same amount. Renewable Resources offers the size the town wants. Stacy states they may want to consider another trash service if they are not under contract.

Doris makes the motion to close the meeting. Stacy seconded. Meeting is adjourned.

Lynnville Town Council:



President



Council Member

Council Member

Attest: 

Clerk-Treasurer

April 2, 2019

- 1 Mike Dennis
- 2 Pat Better
- 3 Vickie & Willis Schroeder
- 4 Jana Taylor
- 5 Missie Wallace
- 6 Samuel Wallaw
- 7
- 8
- 9
- 10
- 11
- 12
- 13
- 14
- 15

ACCOUNTS PAYABLE VOUCHER REGISTER SUMMARY

TOWN OF LYNNVILLE

GOVERNMENTAL UNIT

AGENCY

APV Register Batch - April 2, 2019 Board Meeting

Page 2 of 2 Pages

Installed by the TOWN OF LYNNVILLE-2018

General Form No. 364 (1997) APVREGISTER_SUM.FRX

NOTES:(1) Use both sides of the form if needed. Signatures of governing board should appear only on the final page of each meeting in which accounts payable vouchers are allowed.
(2) The Memorandum is for entering action on accounts payable vouchers if disallowed in whole or in part, if continue to a later meeting of governing board, or for other pertinent information.

Check Date	Vendor	Name of Claimant	Office Department	Amount of Voucher	Amount Allowed	Warrant	Check/Memorandum (See Note (2) Above)
04/02/2019	287	WILCOX EARTHWORKS, INC	PROFESIONAL	250.00	250.00	3452	Backhoe service
04/02/2019	308	B&A CONSTRUCTION &	PROFESIONAL	20834.00	20834.00	3453	Final payment on construction of new
04/02/2019	2101	USA BLUE BOOK	CHEMICALS	613.69	613.69	3454	Glucose-Glutamic Acid Solution
04/02/2019	99999	LAURI STOCKUS	MISC EXPENSE	6.49	6.49	3455	Notary seal and stamp
02/14/2019	308	B&A CONSTRUCTION &	PARKS - NEW	16933.00	16933.00	5879	2nd payment for construction of new
03/19/2019	205	FIRST ADVANTAGE	PARK-INSURANC	527.26	527.26	5925	Public Officials Liability
03/20/2019	205	FIRST ADVANTAGE	PARK-INSURANC	1540.27	1540.27	5931	Commercial Umbrella
03/20/2019	205	FIRST ADVANTAGE	TOWN	393.14	393.14	5932	Commercial Umbrella
03/25/2019	1	VECTREN ENERGY DELIVERY	ELECTRIC	204.99	204.99	5933	Monthly service - streetlights
03/28/2019	1602	PAYROLL	GEN-BOARD	4819.68	4819.68	5934	Gen Council
04/02/2019	1	VECTREN ENERGY DELIVERY	PARK-NATURAL	246.00	246.00	5935	Monthly service
04/02/2019	12	ULINE	PARK-MISC	416.34	416.34	5936	Lighted EXIT signs
04/02/2019	29	HEAD'S ELECTRIC, INC	PARKS - NEW	11000.00	11000.00	5937	Electric for construction of new building
04/02/2019	31	DUKE ENERGY	PARK-ELECTRIC	2635.07	2635.07	5938	Monthly service - Outdoor lighting
04/02/2019	32	ANTHONY W WILSON	BUILDING REPAIR	210.00	210.00	5939	Strip and refinish floors
04/02/2019	52	EVANSVILLE WORM RANCH	PARK-OPERATIN	20.40	20.40	5940	Red wigglers 6@1.70
04/02/2019	102	AIGNER HARDWARE	PARK-ROADS /	173.22	173.22	5941	Drill and bits to install speed bumps
04/02/2019	152	FRONTIER	PARK-PHONE /	480.50	480.50	5942	Monthly service
04/02/2019	205	FIRST ADVANTAGE	PARK-INSURANC	3486.00	3486.00	5943	Property and Liability Renewal
04/02/2019	215	RICOH USA, INC.	OFFICE SUPPLIES	5.89	5.89	5944	Monthly service
04/02/2019	223	BOONVILLE LAWN & GARDEN,	PARK-MISC	24.10	24.10	5945	Oil and filters
04/02/2019	243	MENARDS - EVANSVILLE	PARK-OPERATIN	62.39	62.39	5946	Shop light, fill valve, water, Easter egg hunt
04/02/2019	308	B&A CONSTRUCTION &	PARKS - NEW	23434.00	23434.00	5947	Final Payment for construction of new
04/02/2019	1203	LYNNVILLE UTILITIES	PARK-WATER /	481.66	481.66	5948	Monthly service
04/02/2019	99999	LAURI STOCKUS	OFFICE SUPPLIES	6.53	6.53	5949	Notary seal and stamp
04/02/2019	99999	LAURI STOCKUS	PARK-OFFICE	6.49	6.49	5950	Notary seal and stamp
03/19/2019	245	APPROVAL PAYMENT	PARK-OPERATIN	72.39	72.39	14220	Monthly service
03/26/2019	20	AFLAC	PAYROLL-AFLAC	259.40	259.40	14252	Monthly service
03/28/2019	1602	PAYROLL	PAYROLL	6906.27	6906.27	14259	Net Entry
04/01/2019	2005	TRANSFEROF FUNDS	TRANSFERS	10000.00	10000.00	14295	April transfer to Bond and Interest Fund
04/01/2019	2005	TRANSFEROF FUNDS	TRANSFERS	2000.00	2000.00	14296	March transfer to Bond and Interest Fund
		Checks: 0-	14296	166925.70	158925.70		

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6

April 2, 2019



Fiscal Officer

ALLOWANCE OF ACCOUNTS PAYABLE VOUCHERS

TOWN OF LYNNVILLE

We have examined the Accounts Payable Vouchers listed on the foregoing Register of Accounts Payable Vouchers consisting of 2 pages and except for accounts payables not allowed as shown on the Register such accounts payables are hereby allowed in the total amount of \$ 166925.70.

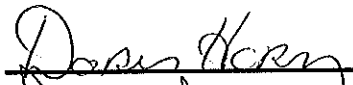
Dated this 2nd day of April 2019.

Eric Erwin



Department Head signature

Donis Horn



Stacy Teravoff



Signatures of Governing Board

Installed by the TOWN OF LYNNVILLE-2018
 Fund Report

All Funds
 For the month of March 2019
 Grouped By Bank
 Ordered By Bank, Fund

FUND TITLE	BALANCE BEG OF YEAR	REVENUE YTD	DISBURSED YTD	BALANCE BEG OF MONTH	REVENUE MTD	DISBURSED MTD	CURRENT BALANCE
***Bank 0							
101 GENERAL	115274.57	2091.17	17726.20	107022.25	25.00	7407.71	99639.54
201 MVH - MOTOR VEHICLE HIGHWAY	257878.50	12747.51	2313.24	264717.59	4697.34	1102.16	268312.77
202 LRS - LOCAL ROADS AND STREET	30430.27	3753.67	0.00	32937.80	1246.14	0.00	34183.94
204 LYNNVILLE PARK	205899.88	14945.16	149708.47	182470.57	1383.00	112717.00	71136.57
217 PARK DONATION	460.01	0.00	0.00	460.01	0.00	0.00	460.01
218 BALL PARK DONATIONS	240.00	0.00	0.00	240.00	0.00	0.00	240.00
251 RAINY DAY FUND	22529.94	0.00	0.00	22529.94	0.00	0.00	22529.94
401 CCI - CUMULATIVE CAPITAL IMPROVEMENTS	43067.90	0.00	0.00	43067.90	0.00	0.00	43067.90
405 LOIT - LOCAL INCOME TAX	0.00	0.00	0.00	0.00	0.00	0.00	0.00
446 EDIT - ECONOMIC DEVELOPEMENT INCOME TAX	148478.94	12843.75	27550.00	129491.44	4281.25	0.00	133772.69
SubTotal Bank 0	824260.01	46381.26	197297.91	782937.50	11632.73	121226.87	673343.36
***Bank 1							
601 WATER CASH OPERATING-DAILY DEPOSITS	138223.04	115866.14	140209.16	182465.42	32139.46	50724.86	163880.02
602 WATER-BOND/INTEREST	21228.14	1500.00	0.00	22228.14	500.00	0.00	22728.14
603 WATER-DEPRECIATING	61033.13	1500.00	0.00	62033.13	500.00	0.00	62533.13
604 WATER-CUSTOMER DEPOSITS	47588.26	800.00	900.00	47988.26	0.00	500.00	47488.26
605 WATER-OPERATING/MAINTENANCE	63328.06	3000.00	0.00	65328.06	1000.00	0.00	66328.06
SubTotal Bank 1	381400.63	122666.14	141109.16	380043.01	34139.46	51224.86	362957.61
***Bank 2							
308 DEBT SERVICE RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
606 SEWER CASH OPERATING-DAILY DEPOSITS	287137.74	78739.12	110167.55	258014.01	29055.27	31359.97	255709.31
607 SEWER-BOND/INTEREST	46561.33	21000.00	15336.25	45225.08	7000.00	0.00	52225.08
608 SEWER-DEPRECIATING	52733.62	7000.00	0.00	56733.62	3000.00	0.00	59733.62
609 SEWER-OPERATING/MAINTENANCE	8552.33	2000.00	2520.00	8032.33	0.00	0.00	8032.33

Installed by the TOWN OF LYNNVILLE-2018
 Fund Report
 All Funds
 For the month of March 2019
 Grouped By Bank
 Ordered By Bank, Fund

FUND TITLE	BALANCE BEG OF YEAR	REVENUE YTD	DISBURSED YTD	BALANCE BEG OF MONTH	REVENUE MTD	DISBURSED MTD	CURRENT BALANCE
611 TECUMSEH SCHOOL LINE	350.00	0.00	0.00	350.00	0.00	0.00	350.00
SubTotal Bank 2	395335.02	108739.12	128023.80	368355.04	39055.27	31359.97	376050.34
**Bank 4							
701 PAYROLL	3059.92	48734.83	46476.14	342.50	17547.45	12571.34	5318.61
SubTotal Bank 4	3059.92	48734.83	46476.14	342.50	17547.45	12571.34	5318.61
**Bank 5							
231 COMMUNITY CENTER	29008.89	1136.76	2649.16	29717.47	0.00	2220.98	27496.49
SubTotal Bank 5	29008.89	1136.76	2649.16	29717.47	0.00	2220.98	27496.49
**Bank 6							
208 FIRE TERRITORY EQUIPMENT	-97524.52	138000.00	18932.57	21542.91	0.00	0.00	21542.91
209 FIRE PROTECTION TERRITORY	229451.28	61.11	188515.33	52540.16	0.00	11543.10	40997.06
SubTotal Bank 6	131926.76	138061.11	207447.90	74083.07	0.00	11543.10	62539.97
**Bank 8							
610 SEWER CONSTRUCTION	-13.00	52290.00	55206.60	2511.00	0.00	5440.60	-2929.60
SubTotal Bank 8	-13.00	52290.00	55206.60	2511.00	0.00	5440.60	-2929.60
**Bank 9							
205 LYNNVILLE PARK	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SubTotal Bank 9	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*** GRAND TOTAL ***	1764978.23	518009.22	778210.67	1637989.59	102374.91	235587.72	1504776.78

LYNNVILLE UTILITIES
ADJUSTMENT FORM

NAME: Michelle Duncombe

DATE: 3/8/19

ACCOUNT # 1082011

Water or Wastewater (Circle One)

Reason for Adjustment:

Wastee Pipe broke - fixed

Avg. 59.99

Amount of Adjustment requested: \$183.17

Amount of Adjustment approved: 183.17

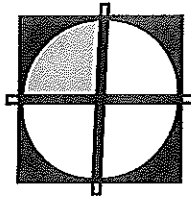
Board Signatures:

[Signature]

[Signature]

[Signature]

Date approved: 4/2/19



COMMONWEALTH™
ENGINEERS, INC.
 A wealth of resources to master a common goal.

Town of Lynnville
 312 Church Street
 PO Box 99
 Lynnville, IN 47619

Invoice number 43300
 Date 02/28/2019

Project S14074 Lynnville - Wastewater
 Improvements

For Basic Engineering Services rendered through January 31, 2019

Agreement signed 06/06/2017

Resident Project Representative

Professional Fees

	Hours	Billed Amount
Resident Project Representative II	4.00	372.56
Professional Fees subtotal	4.00	372.56

Reimbursable Expenses

	Units	Billed Amount
Miles	188.90	109.56
Reimbursable Expenses subtotal		109.56
Resident Project Representative subtotal		482.12

Invoice total **482.12**

Invoice Summary

Description	Contract Amount	Prior Billed	Total Billed	Remaining	Current Billed
RESIDENT PROJECT REPRESENTATIVE	144,000.00	740.60	1,222.72	142,777.28	482.12
Total	144,000.00	740.60	1,222.72	142,777.28	482.12

TOWN OF LYNNVILLE
207 N. MAIN STREET
P. O. BOX 99
LYNNVILLE, IN 47619

February 28, 2019

Ms. Jennifer Bullock, P.E.
Indiana State Engineer
Rural Development
United States Department of Agriculture
5975 Lakeside Boulevard
Indianapolis, Indiana 46278-1996

RE: Town of Lynnville
Wastewater Improvements Project

Dear Ms. Bullock:

Please accept this letter as certification that the Town of Lynnville requests and approves Mr. Duane Bromm, Resident Project Representative (RPR), from Commonwealth Engineers, Inc., on the above referenced Project for RPR Services. The Town also requests and approves Mr. Tim Bowyer, also from Commonwealth Engineers, Inc., as back-up RPR in the event of Mr. Duane Bromm's absence. Resumes for the requested and approved are attached.

Sincerely,

TOWN OF LYNNVILLE

Eric Erwin
Town Council President

EE/RMB/nmp

Attachments: RPR Resumes

Cc: Robert M. Bellucci, P.E., Commonwealth Engineers, Inc.
Eric T. Parsley, P.E., Commonwealth Engineers, Inc.
Craig McGowan, USDA Rural Development



ECONOMIC DEVELOPMENT COALITION
SOUTHWEST INDIANA

318 Main Street, Suite 400
Evansville, IN 47708
P 812.423.2020
F 812.423.2080
southwestindiana.org

MEMO

To: Lauri Stockus, Clerk Treasurer – Town of Lynnville
From: Wylie Zeigler – EDCSWI
Date: March 19, 2019
Re: **LYNNVILLE WASTE WATER TREATMENT PLANT PROJECT**

Attached is a copy of INVOICE NO. 2359 in the amount of \$8,000.00. This invoice is first payment to EDCSWI and is to be paid from local sewer funds.

Below please see how funds are to be dispersed.

EDCSWI	Invoice No. 2359 (LOCAL SEWER FUNDS)	\$	8,000.00
TOTAL to be Paid	(LOCAL SEWER FUNDS)	\$	8,000.00

Please remember to send copies of the following to our office:

- Copy of check to EDCSWI.

If you have any questions, please feel free to contact me by telephone at 812-423-2020, or at 812-205-4410, or by email at wzeigler@southwestindiana.org

Thank you.

Wylie Zeigler

INVOICE

Economic Development Coalition of Southwest Indiana, Inc.
 P.O. Box 3895
 Evansville, IN 47737
 812-423-2020

INVOICE # : INV02359
 DATE : 03/07/2019
 DUE DATE : 03/07/2019

TOTAL AMOUNT : \$8,000.00
 TOTAL DUE : \$8,000.00

Bill to: Town of Lynnville
 Attn: Town of Lynnville
 P.O. Box 99
 Lynnville, IN 47619
 USA

Thank you for your continued support!

DESCRIPTION / MEMO	AMOUNT
Grant Administration – Wastewater project Month 1	\$8,000.00
TOTAL AMOUNT:	\$8,000.00

Economic Development Coalition of Southwest Indiana, Inc.
 P.O. Box 3895
 Evansville, IN 47737
 United States

TOTAL DUE: \$8,000.00

Customer Id: C0209
 Invoice #: INV02359

AMOUNT ENCLOSED:

Bill to: Town of Lynnville
 Attn: Town of Lynnville
 P.O. Box 99
 Lynnville, IN 47619
 USA

Remit to: Economic Development Coalition of
 Southwest Indiana, Inc.
 PO Box 3895
 Evansville, IN 47737
 United States

Wilcox Earthworks Inc

1188 W State Route 68
Lynnville, IN 47619

Phone # 8127745924

Invoice

Date	Invoice #
3/24/2019	1012

Bill To
Town of Lynnville

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
5	Backhoe	100.00	500.00
301 first street water line fix		Total	\$500.00

E-mail

wilcoxearthworks@yahoo.com

FW: Method of Distribution - OCRA Funding

From: Debbie Bennett-Stearsman (DBennett@southwestindiana.org)

To: roger@warrickcounty.gov; dan@warrickcounty.gov; bob@warrickcounty.gov; terry@warrickcounty.gov; boonvillemayor@gmail.com; rwhitledge@townofchandler.org; townoflynnville@frontier.com; tracee1125@frontier.com; martin.walters@frontier.com; londyn4@frontier.com; CPowell@newburgh-in.gov

Cc: cwischerbfoh@gmail.com; jclaybourn@jacksonkelly.com

Date: Wednesday, March 20, 2019, 10:45 AM CDT

**PLEASE FORWARD THIS EMAIL TO ALL COUNCIL MEMBERS AND ELECTED OFFICIALS
IN YOUR AREA!!**

All:

The State of Indiana has released its 2019 Action Plan. The Action Plan defines the funding sources for the State of Indiana's five major HUD-funded programs and provides communities a framework for defining comprehensive development planning. The will set forth the method of distribution of funding for the following HUD-funded programs:

- State Community Development Block Grant (CDBG) Program
- Home Investment Partnership Program (HOME)
- Emergency Solutions Grant (ESG) Program
- Housing Opportunities for Persons with AIDS (HOPWA) Program
- National Housing Trust Fund (NHTF)

While all HUD funding is important we have attached only the portion of the plan as it pertains to Method of Distribution and Scoring for **OCRA CDBG grants** which is the most popular program in our area. To view the entire action please visit OCRA's website at www.in.gov/ocra Community Development Block Grants (Learn More) and then under the menu Consolidated and Action Plans. If you have trouble do not hesitate to contact our office.

The FY 2019 (you will note the type that states 2017) FUND DISTRIBUTION Sources of Fund CDBG Allocation is a total of \$30,613,848. Uses of Funds are as follows:

1. Housing Programs (IHCDA)	\$ 3,061,384
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2. Stellar Communities Program	\$ 4,000,000
3. Blight Clearance Program 2.0	\$ 1,000,000
4. Main Street Revitalization Program	\$ 1,500,000
5. Public Facilities Program	\$ 3,000,000
6. Storm Water Improvements Program	\$ 4,000,000
7. Wastewater/Drinking Water Improvements Program	\$11,500,000
8. Workforce Development Program	\$ 0
9. Urgent Need Fund	\$ 0
10. Planning Fund	\$ 1,634,049
11. Technical Assistance	\$ 280,000
12. Administration	\$ 638,415
Total:	\$30,613,848

Public Hearings will be held to discuss the draft 2019 Action Plan on March 25, 2019 between 1 p.m. and 3 p.m. (ET). Hearings will be hosted by Purdue Extension at these locations:

- **Purdue Extension – Allen County.** Purdue Cooperative Extension Service, 4001 Crescent Avenue, Fort Wayne, IN 46815. Local contact: Vickie Hadley, 260-481-6826.
- **Purdue Extension – Lake County.** 2291 N Main Street, Crown Point, IN (One story building located just east of Lake County Government Center flag pole). Local contact: Janet Reed, 219-755-3240,
- **Purdue Extension – Marion County.** 1202 E. 38th Street, Indiana State Fairgrounds, Discovery Hall, Suite 201, Indianapolis, IN 46206. Local contact: Monet Kees or George Okantey, 317-275-9263,
- **Purdue Extension – Tippecanoe County.** 3150 Sagamore Parkway South Lafayette, IN 47905. Local contact: Amanda Galloway, 765-474-0793.
- **Vigo County.** Vigo County Public Library, One Library Square – Meeting Room B, Terre Haute, IN 47807. Local contact: Kristi Whitacre, 812-462-3371.

Information or written comments regarding the 2019 Action Plan can be obtained by writing to: Indiana Office of Community and Rural Affairs, c/o 2019 Action Plan, One North Capitol, Suite 600, Indianapolis, Indiana 46204-2027 or via e-mail at eogle1@ocra.IN.gov

Upon approve the Plan will be implement in Round II (fall round) of OCRA funding or beginning July 1, 2019.

PLEASE NOTE: There are areas in the 2019 Scoring Method that we feel need to be addressed in writing to OCRA. They are as follows:

Page 20 – Public Facilities Program (PFP) The philanthropic contribution points are assigned as 0, 10, 15, 20, 25. Philanthropic is defined as a 501c3 corporation. Note that in addition to get a philanthropic organization involved in a public project the involvement (cash match) is based upon a percentage of the total project cost. I.e., City is building a new community center and the total project cost is \$1,000,000. Local philanthropic cash match received is \$9,999.99, the community would receive 0 points out of maximum 25. If you look at the sliding point scale it would take over \$40,000 philanthropic donation in order to receive the maximum 25 points.

Suggestions: 1. Eliminate the philanthropic match. 2. Make the percentage based upon **JUST the local match portion** of the project and start the point scale at 5 and end at 25. It is possible to get philanthropic organizations involved in public projects however the enormous percentage required is almost impossible. Awarding 0 points for philanthropic donation of any proportion does not make sense.

Page 21 – Project Sustainability (PFP) Documentation of sustainability of a permanent Community Facility Fund to be used for ongoing operation and maintenance activities. We were successful in lobbying to eliminate the need for the fund to be at the Community Foundation however, again, the program is awarding 0 points for up to \$2,999.99 in efforts establishing or expanding the permanent fund.

Suggestions: 1. The sliding scale should start at 5 for \$1000; 10 for \$2000 - \$5000; 25 for over \$5000.

Page 21 – Stormwater Improvements Program (SIP); Wastewater Drinking Water (WDW): The state is awarding 0 points is Project Sustainability efforts made by the community to move forward in a proactive manner.

Suggestions: 1. Any efforts made by the community to establish or improve utilities through rates should receive points. Feel free to be creative.

Our office is making **suggestions**. We encourage you to take the time to read both documents. This document impacts your future grant application. If you have questions or need any guidance feel free to contact any Community Development Team member for clarification. After reviewing I am certain that many of you may have other ideas regarding the distribution and score. Please make your voice heard!!

Forward your comments before March 30, 2019. I have listed the email and mailing address above.

Thanks so much for your time and help in this very important grant program.

Debbie

Debbie Bennett-Stearsman

Vice President, Training & Development

Economic Development Coalition of Southwest Indiana

p. 812.423.2020

c. 812.549.5335

STATE OF INDIANA

STATE COMMUNITY DEVELOPMENT BLOCK GRANT
(CDBG) PROGRAM (CFDA: 14-228)

INDIANA OFFICE OF COMMUNITY AND RURAL AFFAIRS

FY 2019 PROGRAM DESIGN AND METHOD OF DISTRIBUTION

GENERAL BACKGROUND INFORMATION AND NATIONAL CDBG OBJECTIVES

The State of Indiana, through the Indiana Office of Community and Rural Affairs, assumed administrative responsibility for Indiana's Small Cities Community Development Block Grant (CDBG) Program in 1982, under the auspices of the U.S. Department of Housing and Urban Development (HUD). In accordance with 570.485(a) and 24 CFR Part 91, the State must submit a Consolidated Plan to HUD by May 15th of each year following an appropriate citizen participation process pursuant to 24 CFR Part 91.325, which prescribes the State's Consolidated Plan process as well as the proposed method of distribution of CDBG funds for 2017. **The State of Indiana's anticipated allocation of federal Community Development Block Grant (CDBG) funds for FY 2019 is \$30,613,848.**

This document applies to all federal Small Cities CDBG funds allocated by HUD to the State of Indiana, through its Office of Community and Rural Affairs.

The primary objective of Indiana's Small Cities CDBG Program is to assist in the development and re-development of viable Indiana communities by using CDBG funds to provide a suitable living environment and expand economic opportunities, principally for low and moderate income persons.

Indiana's program will place emphasis on making Indiana communities a better place in which to reside, work, and recreate. Primary attention will be given to activities, which promote long term community development and create an environment conducive to new or expanded employment opportunities for low and moderate income persons.

The Office of Community and Rural Affairs will pursue this goal of investing CDBG wisely and all applicable strategic priorities by distributing CDBG funds in a manner, which promotes exploration of all alternative resources (financial and personnel) when making funding decisions respective to applications for CDBG funding.

PROGRAM AMENDMENTS

The Indiana Office of Community and Rural Affairs reserves the right to transfer up to ten percent (10%) of each fiscal year's available allocation of CDBG funds (i.e. FY 2019 as well as prior-years' reversions balances) between the programs described herein in order to optimize the use and timeliness of distribution and expenditure of CDBG funds, without formal amendment of this Consolidated Plan.

The Office of Community and Rural Affairs will provide citizens and general units of local government with reasonable notice of, and opportunity to comment on, any substantial change proposed to be made in the use of FY 2019 CDBG as well as reversions and residual available balances of prior-years' CDBG funds. "Substantial Change" shall mean the movement between programs of more than ten percent (10%) of the total allocation for a given fiscal year's CDBG funding allocation, or a major modification to programs described herein. The Office of Community and Rural Affairs, in consultation with the Indianapolis office of the US Department of Housing and Urban Development (HUD), will determine those actions, which may constitute a "substantial change".

The State (OCRA) will formally amend its FY 2015 Consolidated Plan if the Office of Community and Rural Affairs' Method of Distribution for FY 2019 and prior-years' funds prescribed herein are to be significantly changed. The OCRA will determine the necessary changes, prepare the proposed amendment, provide the public and units of general local government with reasonable notice and opportunity to comment on the proposed amendment, consider the comments received, and make the amended FY 2015 Consolidated Plan available to the public at the time it is submitted to HUD. In addition, the Office of Community and Rural Affairs will submit to HUD the amended Consolidated Plan before the Department implements any changes embodied in such program amendment.

ELIGIBLE ACTIVITIES/FUNDABILITY

All activities, which are eligible for federal CDBG funding under Section 105 of the Federal Housing and Community Development Act of 1974, as amended (Federal Act), are eligible for funding under the Indiana Office of Community and Rural Affairs' FY 2019 CDBG program. However, the Indiana Office of Community and Rural Affairs reserves the right to prioritize its method of funding; the Office of Community and Rural Affairs prefers to expend federal CDBG funds on activities/projects which will produce tangible results for principally low and moderate income persons in Indiana. Funding decisions will be made using criteria and rating systems, which are used for the State's programs and are subject to the availability of funds. It shall be the policy under the state program to give priority to using CDBG funds to pay for actual project costs and not to local administrative costs. **The State of Indiana certifies that not less than seventy-percent (70%) of FY 2019 CDBG funds will be expended for activities principally benefiting low and moderate income persons, as prescribed by 24 CFR 570.484, et. seq.**

ELIGIBLE APPLICANTS

1. All Indiana counties, cities and incorporated towns which do not receive CDBG entitlement funding directly from HUD or are not located in an "urban county" or other area eligible for "entitlement" funding from HUD.
2. All Indian tribes meeting the criteria set forth in Section 102 (a)(17) of the Federal Act.

In order to be eligible for CDBG funding, applicants may not be suspended from participation in the HUD-

funded CDBG Programs or the Indiana Office of Community and Rural Affairs due to findings/irregularities with previous CDBG grants or other reasons. In addition, applicants may be suspended from participation in the state CDBG-funded projects administered by the Indiana Housing & Community Development Authority (IHCDA), such funds being subcontracted to the IHCDA by the Office of Community and Rural Affairs.

Further, in order to be eligible for CDBG funding, applicants may not have overdue reports, overdue responses to monitoring issues, or overdue grant closeout documents for projects funded by either the Office of Community and Rural Affairs or IHCDA projects funded using state CDBG funds allocated to the IHCDA by the Office of Community and Rural Affairs. All applicants for CDBG funding must fully expend all CDBG Program Income as defined in 24 CFR 570.489(e) prior to, or as a part of the proposed CDBG-assisted project, in order to be eligible for further CDBG funding from the State.

Other specific eligibility criteria are outlined in **General Selection Criteria** provided herein.

FY 2017 FUND DISTRIBUTION

Sources of Funds:

FY 2017 CDBG Allocation	\$30,613,848
CDBG Program Income	\$0
Total:	\$30,613,848

Uses of Funds:

1. Housing Programs (IHCDA)	\$ 3,061,384
2. Stellar Communities Program	\$ 4,000,000
3. Blight Clearance Program 2.0	\$ 1,000,000
4. Main Street Revitalization Program	\$ 1,500,000
5. Public Facilities Program	\$ 3,000,000
6. Storm Water Improvements Program	\$ 4,000,000
7. Wastewater/Drinking Water Improvements Program	\$11,500,000
8. Workforce Development Program	\$ 0
9. Urgent Need Fund	\$ 0
10. Planning Fund	\$ 1,634,049
11. Technical Assistance	\$ 280,000
12. Administration	\$ 638,415
Total:	\$30,613,848

(a) The State of Indiana (Office of Community and Rural Affairs) does not project receipt of any CDBG program income for the period covered by this FY 2019 Action Plan. In the event the Office of Community and Rural Affairs receives such CDBG Program Income, such moneys will be placed in the Wastewater/Drinking Water Program (WDW) for the purpose of making additional competitive grants under that program. Reversions of other years' funding will be placed in the Wastewater/Drinking Water Program (WDW) for the specific year of funding reverted. The State will allocate and expend all CDBG Program Income funds received prior to drawing additional CDBG funds from the US Treasury. However,

(program descriptions):

A. Housing Program: \$3,061,384

The State (Office of Community and Rural Affairs) has contracted with the Indiana Housing & Community Development Authority (IHCDA) to administer funds allocated to the State's Housing Program. The Indiana Housing & Community Development Authority will act as the administrative agent on behalf of the Indiana Office of Community and Rural Affairs. Please refer to the Indiana Housing & Community Development Authority's portion of this FY 2019 Action Plan for the method of distribution of such subcontracted CDBG funds from the Office of Community and Rural Affairs to the IHCDA.

B. Stellar Communities Program: \$ 4,000,000

The State of Indiana will set aside \$4,000,000 of its FY 2019 CDBG funds for the Stellar Communities Program. Funds will be allocated to designees in the Action Plan for the fiscal year an application is anticipated from each designee.

Indiana's Stellar Communities Program is a collaborative effort of the Office of Community and Rural Affairs (OCRA), the Indiana Housing and Community Development Authority (IHCDA), and the Indiana Department of Transportation (INDOT). The Stellar Communities Program seeks to engage two communities to achieve a three-year revitalization strategy that will leverage unified state investment and funding from the partnering agencies to complete projects comprehensively. In the revitalization strategy, communities will identify areas of interest and types of projects, produce a schedule to complete projects, produce cost estimates, identify local match amounts, sources, and additional funding resources, indicate the level of community impact, and describe the significance each project will have on the overall comprehensive revitalization of the community. From this revitalization strategy, communities will produce a three-year community investment plan which will identify capital and quality of life projects to be completed during that period.

Evaluation and selection of the final two communities to the Stellar Communities Program will be based on:

- Summary of Comprehensive Community Revitalization Strategy
- Identify at least one project to be completed in each of the 3 program years. The total number of projects is solely limited to the community's ability to successfully complete the projects;
- Identify/document project cost estimates, local match amounts and sources, and funding resources.
- Completion of the site visit checklist from the resource team.
- Document level of need and significance of each project in overall community revitalization efforts.

the following exceptions shall apply:

1. This prior-use policy shall not apply to housing-related grants made to applicants by the Indiana Housing & Community Development Authority (IHCDA), a separate agency, using CDBG funds allocated to the IHCDA by the Office of Community and Rural Affairs.
2. Program income generated by CDBG grants awarded by the Office of Community and Rural Affairs (State) using FY 2019 CDBG funds must be returned to the Office of Community and Rural Affairs, however, such amounts of less than \$35,000 per calendar year shall be excluded from the definition of CDBG Program Income pursuant to 24 CFR 570.489.

All obligations of CDBG program income to projects/activities require prior approval by the Office of Community and Rural Affairs. This includes use of program income as matching funds for CDBG-funded grants from the IHCDA. Applicable parties should contact the CDBG Program Director for application instructions and documents for use of program income prior to obligation of such funds.

Local Governments that have been inactive in using their program income are required to return their program income to the State. The State will use program income reports submitted by local governments and/or other information obtained from local governments to determine if they have been active or inactive in using their program income. Local governments that have an obligated/approved application to use their program income to fund at least one project in the previous 24 months will be considered active. Local governments that have not obtained approval for a project to utilize their program income for 24 months will be considered inactive.

Furthermore, U.S. Department of Treasury regulations require that CDBG program income cash balances on hand be expended on any active CDBG grant being administered by a grantee before additional federal CDBG funds are requested from the Office of Community and Rural Affairs. These US Treasury regulations apply to projects funded both by IHCDA and the Office of Community and Rural Affairs. Eligible applicants with CDBG program income should strive to close out all active grant projects presently being administered before seeking additional CDBG assistance from the Office of Community and Rural Affairs or IHCDA.

Eligible applicants with CDBG program income should contact the Office of Community and Rural Affairs - for clarification before submitting an application for CDBG financial assistance.

METHOD OF DISTRIBUTION

The choice of activities on which the State (Office of Community and Rural Affairs) CDBG funds are expended represents a determination by Office of Community and Rural Affairs and eligible units of general local government, developed in accordance with the Department's CDBG program design and procedures prescribed herein. The eligible activities enumerated in the following Method of Distribution are eligible CDBG activities as provided for under Section 105(a) of the Federal Act, as amended.

All projects/activities funded by the State (Office of Community and Rural Affairs) will be made on a basis which addresses one (1) of the three (3) national objectives of the Small Cities CDBG Program as prescribed under Section 104(b)(3) of the Federal Act and 24 CFR 570.483 of implementing regulations promulgated by HUD. CDBG funds will be distributed according to the following Method of Distribution

- Capacity of the applicant to administer the funds;
- The long-term viability of the strategic community investment plan;

All projects funded by OCRA will be eligible for funding under a national objective of the Federal Act and requirements of 24 CFR 570.208 and 24 CFR 570.483 of applicable HUD regulations.

All projects funded by IHCD with CDBG funds will be eligible for funding under a national objective of the Federal Act and requirements of 24 CFR 570.208 and 24 CFR 570.483 of applicable HUD regulations. All projects funded by IHCD with HOME, ESG and/or HOPWA funds will meet the specific requirements set forth by those programs.

C. Planning Fund: \$ 1,634,049

The State (Office of Community and Rural Affairs) will set aside \$1,634,049 of its FY 2019 CDBG funds for planning-only activities, which are of a project-specific nature. The Office of Community and Rural Affairs will make planning-only grants to units of local government to carry out planning activities eligible under 24 CFR 570.205 of applicable HUD regulations. The Office of Community and Rural Affairs will award such grants on a competitive basis and grant the Office of Community and Rural Affairs will review applications monthly. The Office of Community and Rural Affairs will give priority to applications having planning activities designed to assist the applicable unit of local government in meeting its community development needs by reviewing all possible sources of funding, not simply the Office of Community and Rural Affairs' grant programs..

CDBG-funded planning costs will exclude final engineering and design costs related to specific activities which are eligible activities/costs under 24 CFR 570.201-204.

The specific threshold criteria and basis for project point awards for PL grant awards are provided in Attachment D hereto. The Planning Fund (PL) program shall have a maximum grant amount of \$60,000. The eligible plans and their specific maximum grant amounts shall be set by the Office of Community and Rural Affairs at the beginning of each program year. Matching funds of at least 10% are required for all this program.

For the PL Program specifically, the amount of CDBG funds granted will be based on a \$5,000 cost per project beneficiary. The specific threshold criteria and basis for project point awards for grant awards are provided in Attachments C and D hereto.

D. Main Street Revitalization Program: \$1,500,000

The State of Indiana will set aside \$1,500,000 of its FY 2019 CDBG funds for the Main Street Revitalization Program (MSRP).

The Office of Community and Rural Affairs will award Main Street Revitalization Program (MSRP) grants to eligible applicants to assist Indiana communities with activities intended to revitalize their downtown area. Each applicant must meet the following prerequisites:

- 1) Have a designated Indiana Main Street Organization;
- 2) The Main Street Organization is in good standing for meeting all the reporting requirements;
- 3) The Main Street Organization has attended all required workshops associated with the Indiana Main Street Program during past year;
- 4) The Main Street organization is functioning within the Main Street 4 Point Approach of Organization, Design, Economic Restructuring, and Promotion;
- 5) The Main Street organization has current Work Plans for each of its Committees that have been submitted to Indiana Main Street;
- 6) The Community has completed a downtown revitalization plan within the past five years that meets OCRA's Minimum Technical Requirements. If a community has an alternative plan that meets OCRA's Minimum Technical Requirements for a downtown revitalization plan, they can use that alternative plan with approval from the CDBG Program Director.
- 7) There is a letter of support documenting the Indiana Main Street Organization support and current approval of the plan and their willingness to be an active partner in the application process and proposed project.

Additionally, funded applicants must ensure that local Indiana Main Street Organization remains in good standing with OCRA until the completion of the project. If the local Indiana Main Street Organization falls out of good standing then deobligation or repayments of CDBG funds is possible.

Applications will be accepted and awards will be made on a competitive basis. The specific threshold criteria and basis for project point awards for MSRP grant awards are provided in Attachments C and D hereto. The Main Street Revitalization Program (MSRP) shall have a maximum grant amount of \$600,000. Matching funds of at least 20% are required for all this program.

For the MSRP Program specifically, the amount of CDBG funds granted will be based on a \$5,000 cost per project beneficiary.

E. Wastewater/Drinking Water Improvements Program: \$ 11,500,000

The State of Indiana will set aside \$11,500,000 of its FY 2019 CDBG funds for the Wastewater Drinking Water (WDW) Improvements Program.

Applications will be accepted and awards made on a competitive basis. The Wastewater/Drinking Water Improvements Program (WDW) shall have a maximum grant amount according to the schedule below. User rates are the combined water utilities rate.

Maximum Grant Amounts	Rates for 4,000 gallons		
	User Rates (Over \$50)	User Rates (\$30 to \$50)	User Rates (Under \$30)
Projects over \$1 million in total project cost	\$700,000	\$600,000	\$550,000
Projects under \$1 million in total project cost	\$600,000	\$550,000	\$500,000

Matching funds of at least 20% are required for all this program.

Applications will be accepted and awards will be made on a competitive basis. The specific threshold

criteria and basis for project point awards for WWP grant awards are provided in Attachments C and D hereto.

For the WDW Program specifically, the amount of CDBG funds granted will be based on a \$5,000 cost per project beneficiary.

All projects funded by OCRA will be eligible for funding under a national objective of the Federal Act and requirements of 24 CFR 570.208 and 24 CFR 570.483 of applicable HUD regulations.

F. Blight Clearance Program 2.0: \$1,000,000

The State of Indiana will set aside \$1,000,000 of its FY 2019 CDBG funds for the Blight Clearance Program (BCP). Applications will be accepted and awards will be made on a continuous competitive basis. The specific threshold criteria and basis for project point awards for BCP grant awards are provided in Attachments C and D hereto.

The Blight Clearance Program (BCP) shall have a maximum grant amount of \$500,000 for each eligible applicant over a five (5) year period. Matching funds of at least 10% are required for all this program.

All projects funded by OCRA will be eligible for funding under a national objective of the Federal Act and requirements of 24 CFR 570.208 and 24 CFR 570.483 of applicable HUD regulations.

G. Public Facilities Program: \$3,000,000

The State of Indiana will to set aside \$3,000,000 of its FY 2019 CDBG funds for the Public Facilities Program (PFP).

Applications will be accepted and awards will be made on a competitive basis. The specific threshold criteria and basis for project point awards for PFP grant awards are provided in Attachments C and D hereto.

For the PFP specifically, the amount of CDBG funds granted will be based on a \$5,000 cost per project beneficiary. That maximum grant award for the Public Facilities Program is \$500,000. Matching funds of at least 10% are required for all this program.

All projects funded by OCRA will be eligible for funding under a national objective of the Federal Act and requirements of 24 CFR 570.208 and 24 CFR 570.483 of applicable HUD regulations.

H. Stormwater Improvements Program: \$4,000,000

The State of Indiana will to set aside \$4,000,000 of its FY 2019 CDBG funds for the Stormwater Improvements Program (SIP).

Applications will be accepted and awards will be made on a competitive basis. Specific threshold criteria and basis for project point awards for SIP grant awards are provided in Attachments C and D I hereto.

For the SIP Program specifically, the amount of CDBG funds granted will be based on a \$5,000 cost per project beneficiary. That maximum grant award for the Stormwater Improvements Program is \$600,000. Matching funds of at least 10% are required for all this program.

All projects funded by OCRA will be eligible for funding under a national objective of the Federal Act and requirements of 24 CFR 570.208 and 24 CFR 570.483 of applicable HUD regulations.

I. The Urgent Need Fund: \$0

The Urgent Need Fund will be available to eligible applicants on a continuing basis. These activities must be eligible for funding under the "urgent need" national objective of the Federal Act and requirements of 24 CFR 570.208 and 24 CFR 570.483 of applicable HUD regulations.

The Urgent Need Fund will be available to eligible applicants to meet an imminent threat to the health and safety of local populations. The grants may be funded as made available through the Public Facilities Program or reversions when not budgeted from the annual allocation. Special selection factors include need, proof of recent threat of a catastrophic nature, statement of declared emergency and inability to fund through other means. Projects will be developed with the assistance of the Office of Community and Rural Affairs as a particular need arises. To be eligible, these projects and their activities must meet the "urgent need" national objective of Section 104(b)(3) of the Federal Act. Generally, projects funded are those, which need immediate attention and are, therefore, inappropriate for consideration under OCRA's regular programs. The types of projects, which typically receive funding, are municipal water systems (where the supply of potable water has been threatened by severe weather conditions) and assistance with demolition or cleanup after a major fire, flood, or other natural disaster. Although all projects will be required to meet the "urgent need" national objective, the Office of Community and Rural Affairs may choose to actually fund the project under one of the other two national objectives, if it deems it expedient to do so. Applicants must adequately document that other financial resources are not available to meet such needs pursuant to Section 104(b)(3) of the Federal Act and 24 CFR 570.483 of HUD regulations.

Only that portion of a project, which addresses an immediate need, should be addressed. This is particularly true of municipal water or sewer system projects, which tend to need major reinvestment in existing plants or facilities, in addition to the correction of the immediate need. The amount of grant award is determined by the individual circumstances surrounding the request for emergency funds. A community may be required to provide a match through cash, debt or provision of employee labor.

The eligibility of any project is at the full discretion of the Office of Community and Rural Affairs.

J. Technical Assistance Set-aside: \$280,000

Pursuant to the federal Housing and Community Development Act (Federal Act), specifically Section 106(d)(5), the State of Indiana is authorized to set aside up to one percent (1%) of its total allocation for technical assistance activities. The amount set aside for such Technical Assistance in the State's FY 2019 Consolidated Plan is \$278,000, which constitutes approximately one-percent (1%) of the State's FY 2019

CDBG allocation of \$27,891,732. The State of Indiana reserves the right to set aside up to one percent (1%) of open prior-year funding amounts for the costs of providing technical assistance on an as-needed basis.

The amount set aside for the Technical Assistance Program will not be considered a planning cost as defined under Section 105(a)(12) of the Federal Act or an administrative cost as defined under Section 105(a)(13) of the Federal Act. Accordingly, such amounts set aside for Technical Assistance will not require matching funds by the State of Indiana. The Department reserves the right to transfer a portion or all of the funding set aside for Technical Assistance to another program hereunder as deemed appropriate by the Office of Community and Rural Affairs, in accordance with the "Program Amendments" provisions of this document. The Technical Assistance Program is designed to provide, through direct Office of Community and Rural Affairs staff resources or by contract, training and technical assistance to units of general local government, nonprofit and for-profit entities relative to community and economic development initiatives, activities and associated project management requirements.

1. Distribution of the Technical Assistance Program Set-aside: Pursuant to HUD regulations and policy memoranda, the Office of Community and Rural Affairs may use alternative methodologies for delivering technical assistance to units of local government and nonprofits to carry out eligible activities, to include:

- a. Provide the technical assistance directly with Office of Community and Rural Affairs or other State staff;
- b. Hire a contractor to provide assistance;
- c. Use sub-recipients such as Regional Planning Organizations as providers or securers of the assistance;
- d. Directly allocate the funds to non-profits and units of general local governments to secure/contract for technical assistance.
- e. Pay for tuition, training, and/or travel fees for specific trainees from units of general local governments and nonprofits;
- f. Transfer funds to another state agency for the provision of technical assistance; and,
- g. Contracts with state-funded institutions of higher education to provide the assistance.

2. Ineligible Uses of the Technical Assistance Program Set-aside: The 1% set-aside may not be used by the Office of Community and Rural Affairs for the following activities:

- a. Local administrative expenses not related to community development;
- b. Any activity that cannot be documented as meeting a technical assistance need;
- c. General administrative activities of the State not relating to technical assistance, such as monitoring state grantees, rating and ranking State applications for CDBG assistance, and drawing funds from the Office of Community and Rural Affairs; or,
- d. Activities that are meant to train State staff to perform state administrative functions, rather than to train units of general local governments and non-profits.

K. Administrative Funds Set-aside: \$638,415

The State (Office of Community and Rural Affairs) will set aside up to \$638,415 of its FY 2019 CDBG funds for payment of costs associated with administering its State Community Development Block Grant (CDBG) Program (CFDA Number 14.228). This amount (657,834) constitutes slightly less than two-percent (2%) of the State's CDBG allocation (\$27,891,732), plus an amount of \$100,000 ($\$28,353,870 \times 0.02 =$

\$557,834.64 + \$100,000 = \$657,834). The amount constituted by the 2% set aside (\$557,834) is subject to the \$1-for-\$1 matching requirement of HUD regulations. The \$100,000 supplement is not subject to state match. These funds will be used by the Office of Community and Rural Affairs for expenses associated with administering its State CDBG Program, including direct personal services and fringe benefits of applicable Office of Community and Rural Affairs staff, as well as direct and indirect expenses incurred in the proper administration of the state's program and monitoring activities respective to CDBG grants awarded to units of local government (i.e. telephone, travel, services contractual, etc.). These administrative funds will also be used to pay for contractors hired to assist the Office of Community and Rural Affairs in its consolidated planning activities.

PRIOR YEARS' METHODS OF DISTRIBUTION

This Consolidated Plan, statement of Method of Distribution is intended to amend all prior Consolidated Plans for grant years where funds are still available to reflect the new program designs. The Methods of Distribution described in this document will be in effect commencing on July 1, 2019, and ending June 30, 2019, unless subsequently amended, for all FY 2019 CDBG funds as well as remaining residual balances of previous years' funding allocations, as may be amended from time to time subject to the provisions governing "Program Amendments" herein. The existing and amended program budgets for each year are outlined below (administrative fund allocations have not changed and are not shown below). Adjustments in the actual dollars may occur as additional reversions become available.

In the case that prior years' funds should become available, they will be placed in any of the currently open programs and become subject to the requirements and allowances set forth in this plan. Non-expended funds, which revert from the financial settlement of projects funded from other programs, will be placed in any open program for use in that ongoing program.

PROGRAM APPLICATION

The Planning Fund/Program (PL) will be conducted through a single-stage, continuous application process throughout the program year. Blight Clearance Program (BCP) 2.0 will be conducted through a two-stage, continuous application process throughout the program year. The application process for the Stellar Communities Program will be a single competitive application process. The application process for the Wastewater/Drinking Water Program (WDW), Public Facilities Program (PFP), Stormwater Improvements Program (SIP), and the Main Street Revitalization Program (MSRP), will be a two-stage competitive application process held twice each calendar year with a third round possible if there are unobligated funds.

For grant programs with a two-stage process, eligible applicants will first submit an abbreviated proposal or letter of intent for such grants. After submitting proposal, eligible projects under the Federal Act will be invited to submit a full application. For each program, the full application will be reviewed and evaluated. The Office of Community and Rural Affairs, as applicable, will provide technical assistance to the communities in the development of full applications.

An eligible applicant may submit only one application per cycle, per program. Additional applications may be submitted under the other state programs. The Office of Community and Rural Affairs reserves the right to deny Planning-Only grants for applications lacking a credible readiness to proceed on the project or having other planning needs to support a construction project.

OTHER REQUIREMENTS

While administrative responsibility for the Small Cities CDBG program has been assumed by the State of Indiana, the State is still bound by the statutory requirements of the applicable legislation passed by Congress, as well as federal regulations promulgated by the U. S. Department of Housing and Urban Development (HUD) respective to the State's CDBG program as codified under Title 24, Code of the Federal Register. HUD has passed on these responsibilities and requirements to the State and the State is required to provide adequate evidence to HUD that it is carrying out its legal responsibilities under these statutes.

As a result of the Federal Act, applicants who receive funds through the Indiana Office of Community and Rural Affairs selection process will be required to maintain a plan for minimizing displacement of persons as a result of activities assisted with CDBG funds and to assist persons actually displaced as a result of such activities. Applicants are required to provide reasonable benefits to any person involuntarily and permanently displaced as a result of the use of assistance under this program to acquire or substantially rehabilitate property. The State has adopted standards for determining reasonable relocation benefits in accordance with HUD regulations.

CDBG "Program Income" may be generated as a result of grant implementation. The State of Indiana may enter into an agreement with the grantee in which program income is retained by the grantee for eligible activities. Federal guidelines require that program income be spent prior to requesting additional draw downs. Expenditure of such funds requires prior approval from the Office of Community and Rural Affairs (OCRA). The State (Office of Community and Rural Affairs) will follow HUD regulations set forth under 24 CFR 570.489(e) respective to the definition and expenditure of CDBG Program Income.

All statutory requirements will become the responsibility of the recipient as part of the terms and conditions of grant award. Assurances relative to specific statutory requirements will be required as part of the application package and funding agreement. Grant recipients will be required to secure and retain certain information, provide reports and document actions as a condition to receiving funds from the program. Grant management techniques and program requirements are explained in the OCRA's CDBG Grantee Implementation Manual, which is provided to each grant recipient.

Revisions to the Federal Act have mandated additional citizen participation requirements for the State and its grantees. The State has adopted a written Citizen Participation Plan, which is available for interested citizens to review. Applicants must certify to the State that they are following a detailed Citizen Participation Plan which meets Title I requirements. Technical assistance will be provided by the Office of Community and Rural Affairs to assist program applicants in meeting citizen participation requirements.

The State has required each applicant for CDBG funds to certify that it has identified its housing and community development needs, including those of low and moderate income persons and the activities to be undertaken to meet those needs.

INDIANA OFFICE OF COMMUNITY AND RURAL AFFAIRS (OCRA)

The Indiana Office of Community and Rural Affairs intends to provide the maximum technical assistance possible for all of the programs to be funded from the CDBG program. Lieutenant Governor heads the Office of Community and Rural Affairs. Principal responsibility for the CDBG program is vested in Jodi

Golden, Executive Director of OCRA. The Office of Community and Rural Affairs also has the responsibility of administering compliance activities respective to CDBG grants awarded to units of local government through a partnership with the Grant Services Division of the Lieutenant Governor's business office.

Primary responsibility for providing "outreach" and technical assistance for the Stellar Communities Program, Main Street Revitalization Fund, Wastewater/Drinking Water Program, Public Facilities Program, Stormwater Improvements Program, Workforce Development Program and the Planning Fund process resides with the Office of Community and Rural Affairs. Primary responsibility for providing "outreach" and technical assistance for the Housing award process resides with the Indiana Housing & Community Development Authority who will act as the administrative agent on behalf of the Indiana Office of Community and Rural Affairs.

The Business Office will provide internal fiscal support services for program activities, development of the Consolidated Plan and the CAPER. The Office of Community and Rural Affairs has the responsibilities for CDBG program management, compliance and financial monitoring of all CDBG programs. The Indiana State Board of Accounts pursuant to 2 CFR 200 will conduct audits. Potential applicants should contact the Office of Community and Rural Affairs with any questions or inquiries they may have concerning these or any other programs operated by the Office of Community and Rural Affairs.

Information regarding the past use of CDBG funds is available at the:

**Indiana Office of Community and Rural Affairs
CDBG Program Director
One North Capitol, Suite 600
Indianapolis, Indiana 46204-2288
Telephone: 1-800-824-2476
FAX: (317) 233-6503**

**GRANT EVALUATION CRITERIA
700 POINTS TOTAL**

Applications must achieve a minimum score of 450 points to be eligible for award.

NATIONAL OBJECTIVE SCORE (100 POINTS):

Depending on the National Objective to be met by the project, one of the following two mechanisms will be used to calculate the score for this category.

1. National Objective = Benefit to Low- and Moderate-Income Persons: 100 points maximum awarded according to the percentage of low- and moderate-income individuals to be served by the project. The total points given are computed as follows:

$$\text{National Objective Score} = \% \text{ Low/Mod Beneficiaries} \times 1$$

2. National Objective = Prevention or Elimination of Slums or Blight: 100 points maximum awarded based on the characteristics listed below. The total points given are computed as follows:

National Objective Score = (Total of the points received in each category below)

- o Applicant has a Slum/Blight Resolution for project area (50 pts.)
- o The project site is a brownfield* (25 pts.)
- o The building or district is listed on the Indiana or National Register of Historic Places** (10 pts.)
- o The building or district is eligible for listing on the Indiana or National Register of Historic Places** (10 pts.)
- o The building is on the Historic Landmarks Foundation of Indiana's "10 Most Endangered List" (15 pts.)

* The State of Indiana defines a brownfield as an industrial or commercial property that is abandoned, inactive, or underutilized, on which expansion or redevelopment is complicated due to actual or perceived environmental contamination.

**Project may either be listed on or eligible for listing on the Indiana or National Register of Historic Places. *Both cannot be checked.*

COMMUNITY DISTRESS FACTORS (175 POINTS):

Various factors are used to determine the distress of a community. IOCRA has partnered with Stats Indiana, an Indiana University entity to analyze and calculate the distress of Indiana's small cities, towns, counties and townships. Factors used to calculate the Community Distress points used for CDBG scoring include:

Percentage of Households with Income under Poverty Level
Median Household Income
Percent of Housing Units that are Vacant
Median Home Value
Unemployment Rate
Labor Force Participation

Local government scores, which are updated and published annually, can be found at: www.stats.indiana.edu.

LOCAL MATCH CONTRIBUTION (75 POINTS):

A maximum of 75 points based on the percentage of local funds devoted to the project. This total is determined as follows:

$$\text{Total Match Points} = \% \text{ Eligible Local Match} \times 1$$

The points total is capped at 75 points or 75% match, i.e., a project with 75% match or greater will receive 75 points. Below 75% match, the formula calculation will apply.

Eligible local match can be local cash, debt or in-kind sources. Federal, state, and local government grants are considered eligible match. In-kind sources may provide eligible local match for the project, but the amount that can be counted as local match is limited to 5% of the total project budget or a maximum of \$25,000. Use of in-kind donations as eligible match requires approval from the CDBG Program Director approximately 1 week prior to application submission (date of deadline will be announced each round).

PROJECT DESIGN FACTORS (300 POINTS):

A maximum of 300 points awarded according to the evaluation in three areas:

- Project Description** – Is the project clearly defined as to determine eligibility? – 50 points
- Project Need** - Is the community need for this project documented and compelling? – 125 points
- Financial Impact** - Why is grant assistance necessary to complete this project? – 125 points

The points in these categories are awarded by the OCRA Scoring Committee when evaluating the projects. Applicants should refer to the application packet, and scoring guide and address all questions present. Applicants should work with their OCRA Community Liaison to identify ways to increase their project's competitiveness in these areas.

PROGRAM SPECIFIC POINTS (50 POINTS):

Blight Clearance Program (BCP) 2.0

- **IFA Registry** - A maximum of 25 points awarded for projects listed on the IFA Brownfield registry (IFA program site number) which indicates prior involvement of the Indiana Brownfield Program.
- **Site Development Plan** - A maximum of 25 points will be awarded for projects that have a site development plan for the future use of the Brownfield site.

Planning Grants (PL)

- **Community Input and Collaboration** – A maximum of 25 points are awarded for communities that document public input and collaboration efforts beyond Public Hearings, letters of support, and surveys.
- **Connection to Previous Planning Effort** – A maximum of 15 points are awarded for documentation that the plan that is being applied for connects to a previous planning effort done by the community.
- **Implementation of Previous Plan or First-time Plans** – A maximum of 10 points are awarded for communities that document the successful implementation of a previous planning grant plan or for communities that have never receive an plan grant before.

Public Facilities Program (PFP)

- **Philanthropic Contributions** - Points are assigned based on philanthropic contribution as a percentage of total project costs.
 - Less than 1% - 0 points
 - 1-2% - 10 points

- 2-3% - 15 points
- 3-4% - 20 points
- 4%+ - 25 points
- **Project Sustainability** - A maximum of 25 points for the establishment of a (or documentation of existing) permanent Community Facility Fund, to be used for ongoing operation and maintenance activities of the project.
 - 0 points – under \$3,000
 - 10 points - \$3,000-\$5,000
 - 25 points – More than \$5,000

Main Street Revitalization Program (MSRP)

- Community is designated as a Nationally Accredited Main Street Organization (10 points)
- The district is listed on the Indiana or National Register of Historic Places (10 points)
- Documentation of active and continued involvement in the application and project by the Main Street organization (10 points)
- The Main Street Organization has a long-term Strategic Plan. (10 points)
- The Main Street Organization has a sustainability/fundraising plan in place. (10 points)

Stormwater Improvements Program (SIP)

- **Financial Gap** – A maximum of 25 points per each \$1 in financial gap. The result of the OCRA Gap Calculation Worksheet should give you the amount that your community would have to increase the monthly rate charged to each customer without grant assistance, given the above assumptions. This is the “gap,” which is the amount by which grant funds will reduce or “buy down” your utility rates. This amount added to the actual rates anticipated with OCRA grant funds will give you the rates needed “without OCRA grant funds”. (Maximum 25 points)
- **Project Sustainability** - A maximum of 25 points for the establishment of, or documentation of existing storm water utility rate for the ongoing operation and maintenance activities of the storm system.
 - 0 points – under \$3 monthly Storm water utility user rate
 - 10 points – \$3-\$5 monthly storm water utility user rate
 - 25 points – \$5 or higher monthly storm water utility user rate

Wastewater Drinking Water (WDW)

- **Financial Gap** – A maximum of 25 points per each \$1 in financial gap. The result of the OCRA Gap Calculation Worksheet should give you the amount that your community would have to increase the monthly rate charged to each customer without grant assistance, given the above assumptions. This is the “gap,” which is the amount by which grant funds will reduce or “buy down” your utility rates. This amount added to the actual rates anticipated with OCRA grant funds will give you the rates needed “without OCRA grant funds”. (Maximum 25 points)
- **Project Sustainability** - A maximum of 25 points for the establishment of, or documentation of existing wastewater or drinking water utility rate for the ongoing operation and maintenance activities of the wastewater or drinking water system.
 - 0 points – under \$15 monthly wastewater or drinking water utility user rate
 - 10 points – \$15-\$25 monthly wastewater or drinking water utility user rate
 - 25 points – \$25 or higher monthly wastewater or drinking water utility user rate

BONUS POINTS POLICY:

It is OCRA’s policy to encourage and support regional coordination amongst rural communities. As such a grant application that is included in a regional plan will be awarded 25 bonus points. To receive these bonus points requires verification of the regional plan from the CDBG Program Director approximately 1 week prior to application submission (deadline will be announced each round).

Bonus Points for Regional Planning – 25 points

POINTS REDUCTION POLICY:

It is the policy of OCRA not to fund more than one phase or component of a single project type in different funding rounds. This applies to all project types, although it is particularly relevant to utility projects. If a community needs to phase a project in order to complete it, they should consider which phase would be most appropriate for CDBG assistance. Even if a community doesn't intentionally phase a project, OCRA will take into account previously awarded projects for the same project type. A Community that has previously been awarded a grant for the same project type will likely not be competitive and will be subject to the follow point reduction. This applies to all project types, although it is particularly relevant to utility projects.

0 – 5 years since previous funding – -50 points

Example: Community submits and receives a Wastewater Drinking Water (WDW) grant in 2015. When applying for a WDW grant in 2020, they would be subject to a point reduction of 50pts. In 2021 they would have no point reduction.

InvoiceCloud Daily Management Report

From: InvoiceCloud (no-reply@invoicecloud.com)

To: townoflynnville@frontier.com

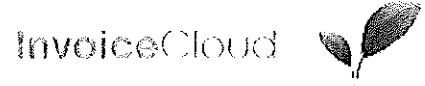
Date: Thursday, March 21, 2019, 9:11 AM CDT



Town of Lynnville:

Daily Management Report for 3/21/2019:

Invoice Type	YTD #	YTD \$	MTD #	MTD \$	Day #	Day \$	Paperless #	AutoPay #
Utility	326	\$30,454.12	112	\$11,670.43	2	\$161.38	62	19



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