

# PUBLIC HEARING #1

# TOWN OF JAMESTOWN

**Project:** COVID-19 Phase 3 Response Program

**Public Hearing Date:**

Tuesday February 9, 2021 at 7:00 pm

**Grant Administrator:**

Kristy Jerrell, Grant Administrator  
with Jerrell Consulting & Grant  
Administration Services, LLC

**Place/Room:**

Town of Jamestown-Town Hal.  
421 East Main Street,  
Jamestown, IN 46147

Name	Title	Office Phone / Cell Phone	E-Mail
Kristy Jerrell	Grant Administrator	812-878-0826 Cell	jerrellconsulting@outlook.com
Grasandeep Dhillon	Jamestown Discount Market	317-225-1451	dhillons@gmail.com
Doc Norton	Town manager	317-439-8122	administration@jamestown.in.cc
Dave Phelps	Council President	765-336-9262	
Charity Hawkins	Council member	765-366-8926	
Coetere Leek	Council member		
Byron Grotz	HWC		
Steve Childress	resident		
TINA TENNINGTON	RESIDENT		
AARON CLAPP	Town Marshall		
Nancy Rice	Park Board		
Jason Lickens	Resident		
Shawn Spears	Resident		
Josie Loun	resident		
Lou Histon	Check Treasurer		

JERRELL CONSULTING & Grant Administration Services, LLC

## PUBLIC HEARING #1

COVID-19 RESPONSE PROGRAM PHASE 3  
GRANTS TO SMALL BUSINESSES

TOWN OF JAMESTOWN

Tuesday, February 9, 2021 at 7:00 pm

Town of Jamestown's Town Hall  
421 East Main Street  
Jamestown, Indiana 46147

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1. **Call to Order:** Town Council President, Dave Phelps, formally called the Public Hearing to order at approximately 7:39 pm.
  2. **Facilitator:** Kristy Jerrell, Grant Administrator from Jerrell Consulting & Grant Administration Services LLC.
  3. **Discussions:**
    - b. Kristy Jerrell presented and explained that the Town of Jamestown is applying to the Indiana Office of Community and Rural Affairs (IOCRA) for a Community Development Block Grant (CDBG) with the COVID-19 Response Program Phase 3 to provide grants to businesses located within Town limits for use as working capital to retain jobs held by low to moderate income (LMI) persons and continue operations. She stated this is for job retention only.
    - c. Kristy Jerrell stated that on Dec. 7, 2020, Lt. Gov. Suzanne Crouch and IOCRA announced a third phase of COVID-19 Response Program. She stated that eligible applicants include non-entitlement and entitlement local units of government and can apply for up to \$250,000. She stated that the eligible activities include: mental health services, childcare services, public WiFi locations, food pantry or bank services, subsistence payment programs, or grants or loans to businesses to retain low-to-moderate (LMI) jobs. She stated that Phase 3 is a competitive process and communities that received an award in either previous phase may apply again. She stated that this is the first time that the Town of Jamestown is applying for COVID-19 Response Program assistance.
    - d. Kristy Jerrell stated that per the new Indiana CDBG Handbook released in May 2019 and then revised August 2019, each public hearing is required to have the following content to educate and inform the local residents about the project. She stated that the public hearing is an opportunity to educate and inform local residents about the project and it also provides a forum for citizen input. She went over the following required content:

Goals and objectives of the CDBG program:

Kristy Jerrell stated that the primary objective of the CDBG program is to develop viable communities by helping to provide decent housing and suitable living environments, and expanding economic opportunities principally for persons of LMI. She stated that to achieve these goals, the CDBG regulations define eligible activities and the National Objectives that each activity must meet. She stated that, IOCRA (as the recipient of CDBG funds), is charged with ensuring that each project funded meets one of the National Objectives listed next and that the project is an eligible activity. She stated the three National Objectives are: benefit to LMI persons, prevention of elimination of slums and blighted conditions and urgent need projects.

This project (GRANTS TO SMALL BUSINESSES) will be qualifying under benefit to low-and-moderate income with LMI Job Retention as the activity will retain permanent jobs of which at least 51% are held by made available to LMI persons. The Town will agree to make awards that must meet 51% LMI requirement, LMI % will be determined by use of full-time equivalent (FTE) calculation sheet, and if awarded, the Town will be required to obtain IOCRA approval before making awards to the businesses.

Total amount of CDBG funds available:

Kristy Jerrell stated that IOCRA has not revealed how much money is available for the COVID-19 Phase 3 program. She stated that according to the IOCRA Phase 3 overview power point, the COVID-19 Phase 1 and 2 rounds, IOCRA awarded 112 grants totaling more than \$20.9 million.

Community development and housing needs of the applicant:

Kristy Jerrell stated that the community development needs of the Town is to continuously improve upon all services in the Town especially water issues, thus the reason for applying to IOCRA for this vital project. She also stated that it is always the Town's objective to meet the housing the community development needs of the residents especially the LMI persons. She stated that public meetings and this required public hearing tonight is one way that the community assesses the housing, public facility and economic needs of the residents and LMI residents.

Proposed activities for the project and the amount to be requested:

Kristy Jerrell stated that the total project cost is \$250,000. She stated that the proposed activities for the project are grants to small business totaling \$243,750 and \$6,250 in Grant Administration fees – totaling \$250,000 being requested from IOCRA in CDBG grant funds.

Proposed amount of funds to be used to benefit low- and moderate-income people:

Kristy Jerrell stated that at least \$127,500 of the \$250,000 IOCRA grant funds will be used to benefit at least 51% LMI persons in which LMI % will be determined by use of FTE calculation sheet.

Amount and source of local funds to be expended on the project:

Kristy Jerrell stated that Town will be utilizing \$0.00 in local funds as IOCRA is not requiring a local match.

Notification of any displacement resulting from the proposed activities or Notification of No Displacement:

Kristy Jerrell stated that this project will result in NO displacement.

- c. Kristy Jerrell stated again that the total project cost for this project is \$250,000 and the Town will be committing a total of \$0 in local match and requesting an IOCRA grant in the amount of \$250,000.
- d. Kristy Jerrell stated that she electronically submitted the proposal, on the online Grants Management System, to IOCRA on 1-22-21 and the final application will be submitted on or before 3-11-21 with grant awards to be announced on 4-15-21. **PLEASE NOTE THAT ON 1-29-21 IOCRA ISSUED A CDBG PROGRAM UPDATE ANNOUNCEMENT EXTENDING FINAL APPLICATION DEADLINE (FROM 2-26-21 TO 3-11-21) AND AWARD ANNOUNCEMENTS (FROM 4-1-21 TO 4-15-21).**
- e. Kristy Jerrell stated the scoring criteria:
  - (1) 60 points for Census Data.
  - (2) 10 points for Local match.
  - (3) 30 points in Weekly Continued Unemployment Claims for Boone County.
  - (4) 10 points that Focus on Disadvantaged Population/Economic Development Activities.
  - (5) 10 points for Regional Collaboration.
  - (6) 180 points total for Project Description, Need and Financial Impact/Management Narratives.
  - (7) 10 points for Bonus Points for applicants that reside in a Rural/Mix based on the Indiana County Classification System.
- g. Kristy Jerrell then opened the public hearing for comments and questions.
- h. Jamestown Resident/Business Owner, Gagandeep Dhillion, stated that on 1-29-21 he submitted an application for his business for the Jamestown Discount Market. He stated that this grant would help him out tremendously as the COVID-19 pandemic has definitely hurt his business. He stated that his sales have dropped 15% and because of this he has had to cut his hours. He stated that the pandemic has increased inventory shortages from his suppliers. He stated that it has been tough.

- i. Town Council Member Chassity Hawkins stated that the COVID-19 pandemic has really hurt the Town of Jamestown businesses. She stated that she is hopeful that the Town receives the IOCRA grant to give some relief to the Town businesses.
  - j. Kristy Jerrell stated that this project has the support and participation of the Boone County Economic Development Manager Rachel Huser as she is contacting Town businesses along with Town Council Members and will be on the review committee reviewing submitted applications.
  - k. Kristy Jerrell asked if there were any further comments that the public would like to make or questions about the grant application or the grant process.
  - l. Kristy Jerrell then read aloud the resolution (which is required with the submission of the final grant application) to authorize submission of the grant application and commitment of the local match. Resolution was passed unanimously.
4. **Adjournment:** There being no further comments/questions, the Town Council President, Dave Phelps, adjourned the meeting at approximately 8.01 pm.



Kristy Jerrell, Project's Grant Administrator and Public Hearing Conductor/Transcriber

Attachment:

1. Third Party Authorization to Record Minutes