

Public Works
STAFF REPORT



SUBJECT: 2021 TxCDBG – Main Street Program
MEETING: Public Works Committee Meeting - 19 Jan 2021
DEPARTMENT: Public Works
STAFF CONTACT: Nick Williams

RECOMMENDATION:

Staff recommends pursuing a 2021 TxCDBG Main Street Revitalization project. No action is necessary.

BACKGROUND:

The Texas Historical Commission designated Stephenville as a Main Street City on October 28, 2020.

- TxCDBG – Main Street Revitalization Program:
The Main Street Revitalization program, administered under the Texas Department of Agriculture, provides infrastructure improvements to address the conditions that contribute to the deterioration in an area designated as slum or blighted in the applicant community's downtown or main street area.

Program award amounts range from \$50,000 to \$350,000 and the application deadline is May 3, 2021.

PROJECT:

TxCDBG monies are only available for public infrastructure improvements or activities explicitly needed to eliminate slum and blight conditions in the downtown or main street area.

All proposed infrastructure improvements to be funded by the TxCDBG Program must be located on public property within the designated Main Street area.

Eligible projects include improvements to lighting, sidewalks, ADA infrastructure, pavement, and curbs and gutters. An outline of Stephenville's historic downtown area is attached for reference, but the city must, by resolution, designate a specific Main Street area.

FISCAL IMPACT SUMMARY:

Grant funds, if awarded, can pay for the entire cost of Administration Services and Professional Engineering Services.

The grant program's award amounts range from \$50,000 to \$350,000. Fifteen percent (15%) in grant matching will be necessary for a competitive application. For a possible maximum grant award of \$350,000, the required city match would be \$52,500. The matching funds may be allocated from the city's street maintenance budget and/or enterprise funds depending upon the project scope submitted. The adopted FY20-21 budget allocated \$275,000 in CDBG project grant matching funds.

ADVANTAGES:

Pursuing a Main Street Revitalization project in a designated Main Street area may offset the cost of other downtown projects.

DISADVANTAGES:

There are no identified disadvantages to utilizing grant funds in the proposed LMI project area.

TIMELINE:

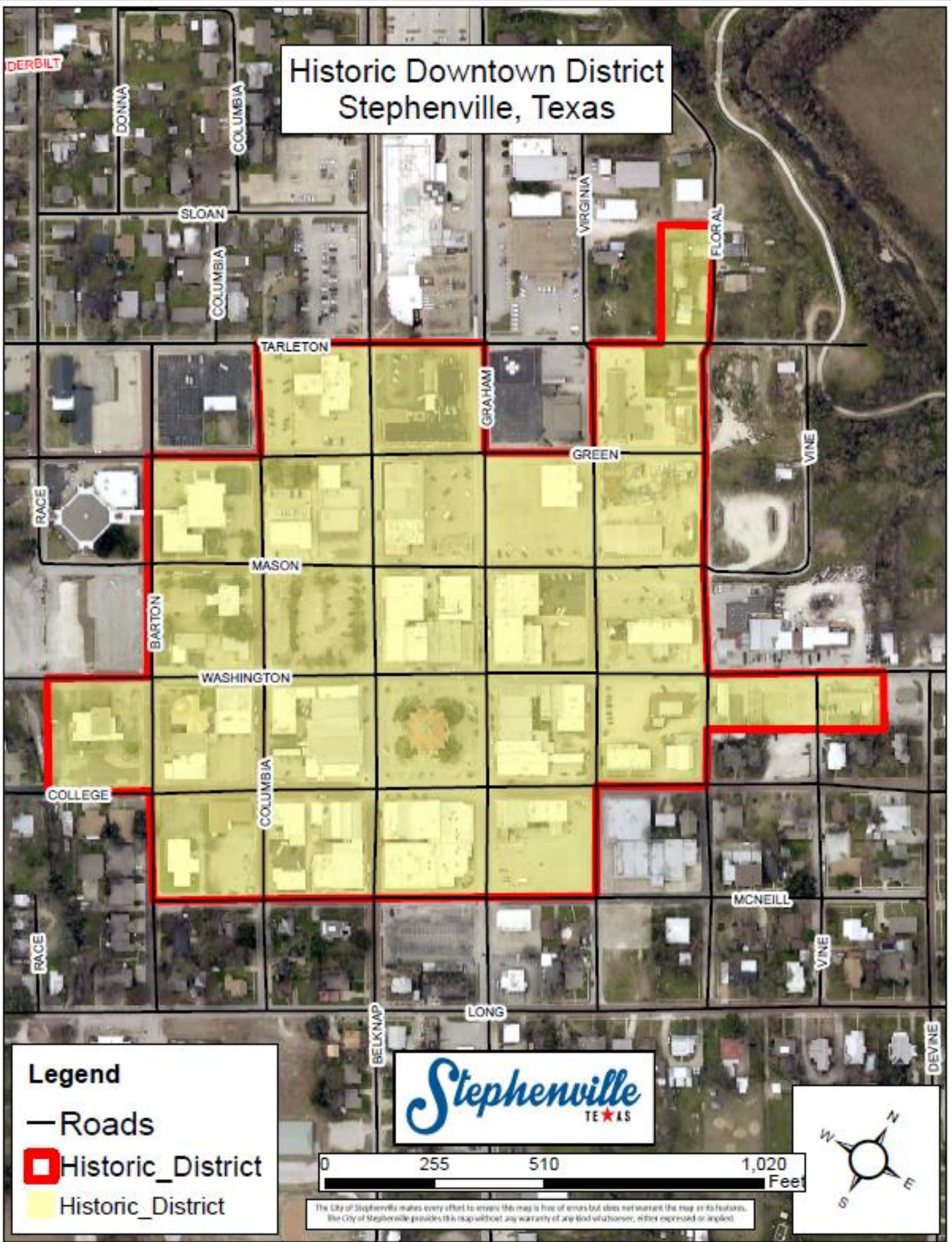
Below is a general timeline through submission of the grant application. The city council approved a contract with Public Management, Inc. for grant administration services for the 2021-2022 TxCDBG – Main Street Revitalization Program application at the January 5, 2021 regular business meeting.

1. January 5, 2021 -
 - a. Conduct Public Hearing to allow for the discussion of project priorities – task completed.
 - i. Any feedback will be used to create the project scope.
 1. Review project at upcoming Public Works Committee on January 19, 2021.
 - b. Award No Risk Contract to Grant Administrator – task completed.
2. February – March
 - a. Identify Application Engineer
 - i. Request for qualifications (RFQ's) for professional engineering services are due January 28, 2021.
 - ii. The respondent's qualifications will be evaluated and the most qualified respondent will be selected, subject to negotiation of fair and reasonable compensation.
 - b. Award a design contract to a professional Engineering Firm.
3. March – April
 - a. Present a local resolution to the council to authorize the submission of the grant application.
 - i. The resolution includes the project description and commitment of any matching funds and must be passed after conducting the public hearing
4. May 3, 2021
 - a. Finalize and Submit Application

ATTACHMENTS:

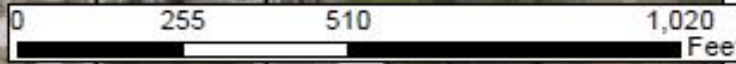
[Historic Downtown District Map](#)

Historic Downtown District Stephenville, Texas



Legend

- Roads
- ▣ Historic_District
- Historic_District



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