



City of Abilene

Neighborhood Services Advisory Board Agenda

Notice is hereby given of a meeting of the Neighborhood Services Advisory Board of City of Abilene to be held on Monday, June 2, 2025 at 2:00 PM at City Hall, 555 Walnut Street, Council Chambers, Abilene, Texas, for the purpose of considering the following agenda items.

CALL TO ORDER

AGENDA ITEMS

1. **Presentation:** Receive a Report and Hold a Discussion on and make Recommendations on Community Development Block Grant CDBG and HOME Investment Funding Applications.

ADJOURNMENT

Notice

In compliance with the Americans with Disabilities Act, the City of Abilene will provide for reasonable accommodations for persons attending meetings. To better serve you, requests should be received forty-eight (48) hours prior to scheduled meetings. Please contact the City Secretary's Office at 325-676-6208. Telecommunication device for the deaf is 325-676-6360.

CERTIFICATION

I hereby certify the above meeting notice was posted on the bulletin board at the City Hall of the City of Abilene, Texas, on the 30th day of May 2025, at 8:35 a.m.

*Kaitlin Richardson, Deputy City
Secretary, TRMC*

MAY 14 REC'D

4:25pm

Cover Page

Part1-Applicant Information

Name of Organization: City of Abilene, Texas – Planning and Development Services

Type of Organization: Local Government Date Submitted: May 14, 2025

Name of Project: Dilapidated structures demolition removal funding

Mailing Address: Planning and Development, 555 Walnut St, Abilene, TX 79601

TIN/EIN # (required): DUNS#(required):

Contact Person: Tim Littlejohn Telephone: (325) 676-6486

Fax: Email: tim.littlejohn@abilenetx.gov

Project Address: City of Abilene 555 Walnut St, Abilene, TX 79602

Project Manager: Clay Door Telephone: (325) 676-6257

Project Category: Public Service XX Capital Improvement Economic Dev.

Brief Summary of Project (single-spaced):

Project to assist in the removal of commercial and residential structures in Low-to Moderate income (LMI) neighborhoods.

Total Project Cost: \$ 150,000 CDBG/HOME funds requested \$ 150,000

Which National Objective does your project meet? (See pg.12)

Benefit for low-to-moderate income families.

Which Local Goal/Objective does your project meet? (See Attachment A pg 13)

Low-to-moderate income citizens will have access to safe, decent and affordable living.

What positive outcome(s) does your project meet?

This program is removing slum/blight which will assist 64 LMI households.

Which Low-Moderate Neighborhood/Neighborhoods will your project be located?

Holiday Hills, Alameda, Butternut/Chestnut, Carver N18th not all low-mod, Elmwood, Sears Park, North College, Cobb Park, Northeast Hwy 80, Southeast Hwy 80, Park Central Area, Original Town South, South Treadaway, Over Place Area, College Heights.

How many **unduplicated Abilene** clients will be served by this project?

_____ Persons or 64 Households

Has your agency previously received AbileneCDBG/HOME funds X Yes ___ No

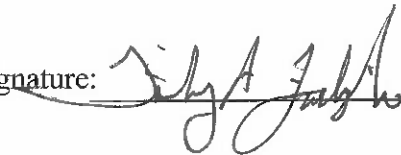
If yes, please identify year, total awarded and name(s) of projects in the past five years.

Program Year	Amount	Project/Activity Funded
2024	\$150,000	Demolition of dilapidated structures
2023	\$150,000	Demolition of dilapidated structures
2022	\$100,000	Demolition of dilapidated structures
2021	\$100,000	Demolition of dilapidated structures
2020	\$80,000	Demolition of dilapidated structures

Funding Source*: CDBG HOME

Is this project new? No _____ If no, start date of project: October 1, 2025

Name: Tim Littlejohn

Signature: 

Title: Director, Planning & Development Services Date: May 14, 2025

*City of Abilene reserves the right to fund projects out of either program, as projects are eligible.

Part 2 - Project Description

A. Statement of Problem/Need: The City of Abilene has a problem associated with deteriorating neighborhoods negatively impacting public safety, health and community wellbeing.

Deteriorating neighborhoods are problematic from the standpoint of future community reinvestment, revitalization and renewal.

The City of Abilene continues to identify uninhabitable vacant dilapidated commercial and

MAY 14 REC'D
2:07 PM

Cover Page

Part 1 – Applicant Information

Name of Organization: City of Abilene

Type of Organization: Government Date Submitted: 05/16/2025

Name of Project: CDBG: Critical Repair Program / Neighborhood Revitalization

Mailing Address: PO Box 60, Abilene, TX 79604

TIN/EIN # (required): 75-182954 DUNS # (required): 081078891

Contact Person: Christi Polvado Telephone: (325) 437-4576

Fax (325) 437-4577 Email: christi.polvado@abilenetx.gov

Project Address: 555 Walnut Street, Abilene, TX 79601

Project Manager: Christi Polvado Telephone: (325) 676-6366

Project Category: Public Service Capital Improvement Economic

Dev. Brief Summary of Project (single-space):

CDBG: Critical Repair Program is to assist single family homeowners who are at or below 80% of the median income for Abilene and demonstrate a need for repairs to their home that are threatening health and safety. Neighborhood revitalization is to assist homeowners by sprucing up their homes with new siding and painting the properties.

Total Project Cost: \$ 450,000 CDBG/HOME funds requested \$450,000

Which National Objective does your project meet? (See pg. 12)

Benefit to low- and moderate-income families.

Which Local Goal/Objective does your project meet? (See Attachment a pg13)

Goal: Low to moderate income citizens will have access to safe, decent, and affordable housing.

Objective: Maintain, rehabilitate, and improve existing single- family housing units. Increase availability, financial accessibility and support for affordable home ownership opportunities.

What positive outcome(s) does your project meet?

The positive outcome is affordability; we will assist approximately 50+ LMI

Which Low-Moderate Neighborhood/Neighborhoods will your project be located?

Target Neighborhood, LMI Areas, Empowerment Zones

APPLICATION

NEIGHBORHOOD SERVICES

MAY 14 REC'D
2:08 pm

Cover Page

Part 1 – Applicant Information

Name of Organization: City of Abilene

Type of Organization: Government Date Submitted: 05/16/2025

Name of Project: HOME: Single Family Rehabilitation / First Time Homebuyer Program

Mailing Address: PO Box 60, Abilene, TX 79604

TIN/EIN #: 75-182954 DUNS# (required): 081078891

Contact Person: Christi Polvado Telephone: (325) 437-4576

Fax: (325)437-4577 Email: christi.polvado@abilenetx.gov

Project Address: 555 Walnut Street, Abilene, TX 79601

Project Manager: Christi Polvado Telephone: (325) 437-4576

Project Category: Public Service Capital Improvement Economic Dev.

Brief Summary of Project (single-spaced):

The HOME: Single Family Rehab Program assists low-to-moderate homeowners in need to make their homes suitable for habitation. The First Time Homebuyer Program provides up to \$5,000 in assistance to eligible families for down payment and closing cost expenses for the purchase of a home within the city limits of Abilene.

Total Project Cost: \$320,000 CDBG/HOME funds requested: \$320,000

Which National Objective does your project meet?

Benefit to low- and moderate-income families.

Which Local Goal/Objective does your project meet?

Goal: Low to moderate income citizens will have access to safe, decent, and affordable housing.

Objective: Maintain, rehabilitate, and improve existing single family housing units. Increase availability, financial accessibility and support for affordable home ownership opportunities.

What positive outcome(s) does your project meet?

The positive outcome is affordability; we will assist approximately 20+ LMI.

Which Low-Moderate Neighborhood/Neighborhoods will your project be located?

Target Neighborhood LMI Areas, Empowerment Zones.

APPLICATION

How many **unduplicated Abilene** clients will be served by this project?

_____ Persons or 20 _____ Households

Has your agency previously received Abilene CDBG/HOME funds X Yes No _____

If yes, please identify the year, total awarded and name(s) of projects in the past five years.

Year	Amount	Project/Activity Funded
2024	\$ 447,214	Single Family Rehab/First Time Homebuyers
2023	\$ 330,000	Single Family Rehab/First Time Homebuyers
2022	\$ 330,000	Single Family Rehab/First Time Homebuyers
2021	\$ 325,033	Single Family Rehab/First Time Homebuyers
2020	\$ 274,992	Single Family Rehab/First Time Homebuyers

Funding Source*: CDBG HOME

Is this project new? NO If no, start date of project: Single Family Rehab: 1980

Reconstruction: 2007

First Time Homebuyer: 1995

Name: Christi Polvado

Signature: 

Title: Housing Counselor

Date: May 16, 2025

*The City of Abilene reserves the right to fund projects out of either program as projects are eligible.

Cover Page

NEIGHBORHOOD SERVICES

MAY 16 REC'D

10:52AM

Part 1 – Applicant Information

Name of Organization: The Salvation Army

Type of Organization: Non-Profit Date Submitted 5/16/25

Name of Project: Upgrade Windows, Elevator, & HVAC Controls

Mailing Address: 1726 Butternut Street Abilene, Texas 79602

TIN/EIN (required): 58-0660607 UEI MMM6MK9VJNG8

Contact Person: Joshua McKain Telephone: 325-677-1408

Fax: _____ Email: joshua.mckain@uss.salvationarmy.org

Project Address: 1726 Butternut Street, Abilene, TX 79602

Project Manager: Joshua McKain Telephone: 325-518-3206

Project Category: Public Service _____ Capital Improvement X Economic Dev. _____

BRIEF SUMMARY OF PROJECT:

- 1). The existing windows throughout the Salvation Army Homeless and Prevention Services building are outdated and inefficient, resulting in high energy consumption and maintenance costs. The bid to replace the windows with Airtite Windows is \$84,010.00.
- 2). For safety and functionality, the existing high-traffic elevator needs to be modernized. The bid from United Elevator Service is \$63,768.00
- 3). The HVAC controls need to be upgraded and modernized. The controls play a crucial role in optimizing energy usage, improving indoor comfort and air quality, and enhancing the overall functionality and efficiency of heating, ventilation, and air conditioning systems in residential, commercial, and industrial settings. Accurate Air Solutions has bid the upgrade at \$91,712.00. The Shelton Family Foundation of Abilene has approved a \$55,000.00 grant toward the HVAC controls upgrade. We are asking for the balance of \$184,490.

Total Project Cost: \$239,490 CDBG/HOME funds requested \$184,490

Which National Objective does your project meet? (See pg. 12)

- 1. Benefit to low and moderate-income individuals and families.
- 2. Aid in the prevention of slums and blight.

Which Local Goal/Objective does your project meet? (See Attachment a pg13)

Goal: Prevent and Reduce Homelessness

Objective: Provide and maintain homeless facilities, transitional housing facilities, emergency housing, domestic violence shelters, unaccompanied youth and sex-offenders.

What positive outcome(s) does your project meet?

Replacing the windows, modernizing the elevator, and upgrading the HVAC controls at the Salvation Army Homeless and prevention Services building yields several positive outcomes for both the homeless individuals and the community:

- Improved comfort
- Enhanced health and safety
- Cost savings
- Environmental impact
- Long-term reliability
- Overall, modernizing and upgrading these three systems at the Salvation Army Homeless and Prevention Services building not only improves the immediate living conditions for homeless individuals, but also fosters a more resilient and supportive community infrastructure.

Which Low-Moderate Neighborhood/Neighborhoods will your project be located?

The Salvation Army of Abilene Facility is in the Butternut/Chestnut area.

How many **unduplicated Abilene** clients will be served by this project?

2600 Persons or _____ Households

APPLICATION

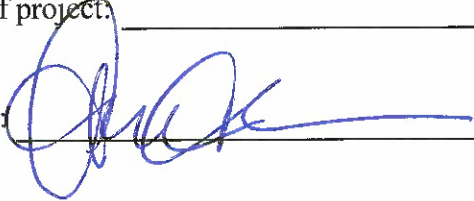
Has your agency previously received Abilene CDBG/HOME funds X Yes ___ No

If yes, please identify year, total awarded and name(s) of projects in the past five years.

Program Year	Amount	Project/Activity Funded
2024	\$136,093 CDBG	Chiller replacement (& \$1,595,072 HOME)
2023	\$78,000	Window Awnings
2022	\$50,000	Flooring replacement throughout the facility
2021	\$47,985	Plumbing repairs and improvements
2020	\$49,950	Asphalt repair of hard surfaces and parking lot

Funding Source*: CDBG HOME

Is this project new? Yes If no, start date of project: _____

Name: Lt. Colonel Art Penhale Signature: 

Title: Commanding Officer Date: 05/16/2025

*City of Abilene reserves the right to fund projects out of either program, as projects are eligible.

APPLICATION

Cover Page

Part 1 – Applicant Information

Name of Organization: Dignity Health Management Center

Type of Organization: Health Care/Case Mgt. Date Submitted: May 15, 2025

Name of Project: DHMC Renovations for ADA Compliance

Mailing Address: 402 Butternut St. Abilene, TX 79602

TIN/EIN # (required): 75-2235135 DUNS # (required): 966501434

Contact Person: Joy Ellinger Telephone: 325-669-7500

Fax: 888-602-9310 Email: Joy.Ellinger@dignityhmc.org

Project Address: 402 Butternut and 426 Butternut

Project Manager: Joy Ellinger Telephone: 325-669-7500

Project Category: Public Service _____ Capital Improvement Economic Dev. _____

Brief Summary of Project (single-spaced):

Funds are needed to bring the buildings into ADA compliance.

Total Project Cost: \$ 96,793.00 CDBG/HOME funds requested \$96,793.00

Which National Objective does your project meet? (See pg. 12)

1. Benefit low to moderate income families, and 3. Meet an urgent need.

APPLICATION

Which Local Goal/Objective does your project meet? (See Attachment a pg13)

Goal: Improve the quality of programs and facilities for health and safety, information, transportation and recreation services. Objective: 1. Support the expansion of comprehensive affordable health/dental, substance abuse, and mental health services. 2. Support maintenance, enhancement and expansion of meals/food pantry.

What positive outcome(s) does your project meet?

As our HIV population ages and physical limitations increase, it is critical our facilities accommodate various levels of physical disabilities. Currently, both buildings need to be brought to ADA code compliance and when completed, enable our clients easier access.

Which Low-Moderate Neighborhood/Neighborhoods will your project be located?

Butternut/Chestnut

How many **unduplicated Abilene** clients will be served by this project?

252 Persons or 246 Households

APPLICATION

Has your agency previously received Abilene CDBG/HOME funds ___ Yes X No

If yes, please identify year, total awarded and name(s) of projects in the past five years.

Program Year	Amount	Project/Activity Funded
2024	\$	
2023	\$	
2022	\$	
2021	\$	
2020	\$	

Funding Source*: CDBG HOME

Is this project new? Yes ___ If no, start date of project: _____

Name: Joy Ellinger

Signature: Joy Ellinger
by Chesley Martin

Title: Executive Director

Date: May 15, 2025

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**NEIGHBORHOOD SERVICES
ADVISORY BOARD MEETING
CDBG & HOME FUNDING APPLICATIONS**

June 2, 2024





Project Funding Guidelines

- Meet HUD National Objectives
- Meet Consolidated Plan goals & objectives
- >70% Low- to Moderate-Income (LMI) Benefit
- Follow Council policy on funding capital projects for nonprofits; not operating expenses





Item 1: Community Development Block Grant

CDBG Request:

- Condemnation/Demolition: \$150,000
- Critical Repair - \$282,000
- Dignity Health Management Center - \$71,830
- The Salvation Army - \$140,000

CDBG Funding Requested: \$643,830

Staff Recommendation: Approval





Item 2: HOME Investment Partnership

HOME Request:

- Single Family Rehabilitation/First Time Homebuyer: \$350,000
- Habitat for Humanity (CHDO 15%) - \$70,827

HOME Funding Requested: \$420,827

Staff Recommendation: Approval





Questions?

