

AGENDA
REGULAR MEETING OF COUNCIL
January 29, 2018
6:00 PM

1. ROLL CALL
2. READING OF MINUTES
3. REPORTS & COMMUNICATIONS FROM MAYOR & HEADS OF DEPARTMENTS AND INTERESTED PARTIES AND CITY CLERK'S NOTES
 - 3.A AGENDA FOR CITY PLANNING COMMISSION MEETING HELD JANUARY 24, 2018.

[Agenda for City Planning Commission Meeting 01-24-18.pdf](#)

- 3.B AGENDA FOR THE BOARD OF ZONING APPEALS MEETING TO BE HELD FEBRUARY 14, 2018.

[Zoning Board Meeting 2-14-18.pdf](#)

4. CITIZENS PARTICIPATION
5. INTRODUCTION OF ORDINANCES, RESOLUTIONS, APPOINTMENT AND/OR RE-APPOINTMENTS TO BOARDS & COMMISSIONS MOTIONS & REPORTS OF COMMITTEES:
 - 5.A MOTIONS.

- 5.B FOR INTRODUCTION – AN ORDINANCE – AMENDING FILE OF THE COUNCIL NO. 58, 2016, (AS AMENDED) ENTITLED “ESTABLISHING A REGISTRATION PROGRAM FOR RESIDENTIAL RENTAL PROPERTIES; REQUIRING ALL OWNERS OF RESIDENTIAL RENTAL PROPERTIES TO DESIGNATE A PROPERTY MANAGER FOR SERVICE OF PROCESS AND PRESCRIBING DUTIES OF OWNERS, PROPERTY MANAGERS AND OCCUPANTS” BY AMENDING SECTION 3. DEFINITIONS, TENANT, TO ADD A DEFINITION UNDER THE LETTER (H).

[Ordinance-2018 Amending Rental Registration Ordinance.pdf](#)

- 5.C FOR INTRODUCTION – A RESOLUTION – RE-APPOINTMENT OF ROBERT TIMLIN, 325 WARREN STREET, SCRANTON, PENNSYLVANIA, 18508, AS A MEMBER OF THE BOARD OF THE SCRANTON REDEVELOPMENT AUTHORITY FOR AN ADDITIONAL FIVE (5) YEAR TERM. MR. TIMLIN’S PRIOR TERM EXPIRED ON FEBRUARY 14, 2017 AND WAS HELD OVER TO JANUARY 16, 2018. MR. TIMLIN’S NEW TERM WILL BE EFFECTIVE JANUARY 16, 2018 AND WILL EXPIRE ON FEBRUARY 14, 2022.

[Resolution-2018 Re-Appt. Robert Timlin to Scranton Redevelopment Authority.pdf](#)

- 5.D FOR INTRODUCTION – A RESOLUTION – APPOINTMENT OF JOSEPH WECHSLER, 1315 CRONKEY AVENUE, SCRANTON, PENNSYLVANIA, 18505, AS A MEMBER OF THE BOARD OF THE SCRANTON PARKING AUTHORITY EFFECTIVE JANUARY 19, 2018. MR. WECHSLER WILL BE REPLACING MAUREEN MCNICHOLS WHO RESIGNED EFFECTIVE FEBRUARY 1, 2017. MR. WECHSLER WILL FULFILL THE UNEXPIRED TERM OF MRS. MCNICHOLS WHOSE TERM IS SCHEDULED TO EXPIRE ON JUNE 1, 2020.

[Resolution-2018 Appt. Joseph Wechsler to Scranton Parking Authority.pdf](#)

6. CONSIDERATION OF ORDINANCES - READING BY TITLE

- 6.A READING BY TITLE - FILE OF THE COUNCIL NO. 1, 2018 – AN ORDINANCE – CREATING AND ESTABLISHING SPECIAL CITY ACCOUNT NO.

02.229624 ENTITLED "CONTRACT FOR RECOVERY PROGRAM" FOR THE RECEIPT AND DISTRIBUTION OF GRANT FUNDS FROM NEPA HEALTH CARE FOUNDATION AND ANY ADDITIONAL GRANT FUNDS APPLIED FOR AND RECEIVED THAT WOULD ALLOW THE SCRANTON POLICE DEPARTMENT TO IMPLEMENT AN EFFECTIVE PROGRAM IN THE PREVENTION AND RESPONSE TO DRUG OVERDOSE DEATHS.

[Ordinance-2018 Special City Account for Recovery Program.pdf](#)

7. FINAL READING OF RESOLUTIONS AND ORDINANCES

- 7.A FOR CONSIDERATION BY THE COMMITTEE ON PUBLIC SAFETY - FOR ADOPTION - RESOLUTION NO. 4, 2018 - ACCEPTING A ONE THOUSAND (\$1,000.00) DOLLAR DONATION FROM MR. AND MRS. JOHN BURNS PRESENTED TO THE CITY OF SCRANTON POLICE DEPARTMENT.

[Resolution-2018 \\$1,000 Donation to SPD from Mr. & Mrs. John Burns.pdf](#)

- 7.B FOR CONSIDERATION BY THE COMMITTEE ON COMMUNITY DEVELOPMENT - FOR ADOPTION - RESOLUTION NO. 5, 2018 - AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO APPLY FOR AND EXECUTE A GRANT FOR THE REDEVELOPMENT ASSISTANCE CAPITAL PROGRAM (RACP) THROUGH THE COMMONWEALTH OF PENNSYLVANIA'S OFFICE OF THE BUDGET IN THE AMOUNT OF ONE MILLION (\$1,000,000.00) DOLLARS; AND ACCEPTING AND DISBURSING THE GRANT AND COORDINATE THE USE OF THE GRANT FUNDS WITH SCRANTON-CHERRY, LP, FOR THE PROJECT TO BE NAMED THE "SCRANTON COUNSELING CENTER."

[Resolution-2018 RACP Grant for Scranton Counseling Center.pdf](#)

- 7.C FOR CONSIDERATION BY THE COMMITTEE ON PUBLIC SAFETY - FOR ADOPTION - RESOLUTION NO. 6, 2018 - RATIFYING AND APPROVING THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON POLICE DEPARTMENT FOR A LAW ENFORCEMENT ACTIVITIES GRANT BY THE GOVERNOR'S BUDGET OFFICE FOR GRANT FUNDS TO CONVERT THE SERRENTI MEMORIAL ARMY RESERVE CENTER, 1801 PINE STREET, INTO AN EMERGENCY SERVICES CENTER TO BE USED BY THE SCRANTON POLICE AND FIRE DEPARTMENTS AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO ACCEPT THE GRANT AND DISBURSE THE GRANT FUNDS IN THE AMOUNT OF \$175,000.00 TO

CONVERT THE SERRENTI MEMORIAL RESERVE CENTER TO AN EMERGENCY SERVICES CENTER.

[Resolution-2018 Grant to Convert Serrenti Center to Emergency Services Center.pdf](#)

- 7.D FOR CONSIDERATION BY THE COMMITTEE ON PUBLIC SAFETY - FOR ADOPTION - RESOLUTION NO. 7, 2018 - RATIFYING AND APPROVING THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON POLICE DEPARTMENT TO THE NORTHEASTERN PENNSYLVANIA HEALTH CARE FOUNDATION FOR GRANT FUNDS FOR THE CONTRACT FOR RECOVERY-ALTERNATIVE TO ARRESTING ADDICTS PROGRAM (AAA) AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO ACCEPT THE GRANT AND DISBURSE THE GRANT FUNDS IN THE AMOUNT OF \$40,000.00 FOR THE CONTRACT FOR RECOVERY-ALTERNATIVE TO ARRESTING ADDICTS PROGRAM.

[Resolution-2018 Grant for Recovery Alternative to Arresting Addicts.pdf](#)

8. ADJOURNMENT



CITY PLANNING COMMISSION

CITY HALL : 340 NORTH WASHINGTON AVENUE : SCRANTON, PENNSYLVANIA 18503 : PHONE 570-348-4280 : FAX 570-348-4171

CITY PLANNING COMMISSION JANUARY 24, 2018 6:00 PM

Meeting Location
City Council Chambers 2nd Floor
City Hall
340 N. Washington Ave.
Scranton, PA

OLD BUSINESS:

NEW BUSINESS:

1. Review of Final Subdivision plan by Paul and Frank Piccotti and Lisa Jadick to increase lot size from 815 sf to 3039 sf by consolidating 4 lots into 3 lots at 613 Genet St. (R-1A zone)
2. Review of Final Subdivision plan by Penn East Federal Credit Union to consolidate 9 lots and the former ROW of Wright Ct into one 60,647sf lot at N 7th St. and Linden St. (C-G zone)



DEPARTMENT OF LICENSING, INSPECTIONS AND PERMITS

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4193 • FAX: 570-348-4171

RECEIVED

JAN 25 2018

OFFICE OF CITY
COUNCIL/CITY CLERK

NOTICE

THE **BOARD OF ZONING APPEALS** OF THE CITY OF SCRANTON
HEREBY GIVES NOTICE THAT IT WILL HOLD A MEETING AT CITY HALL, IN
CITY COUNCIL CHAMBERS (2nd Floor) ON WEDNESDAY,
FEBRUARY 14, 2018 @ 6 PM.

MEETING AGENDA AS FOLLOWS:

- 1) Arthur Williams, 1620 N Keyser Ave. Applicant seeks a
variance to open a used-car sales lot at this location.
C-N Zone.
- 2) Kevin Califf, 628 Prospect Ave. Applicant seeks a variance to
restore the above listed address to a three (3) unit property.
R-2 Zone.

ANYONE INTERESTED IN BECOMING A PARTY TO THE ABOVE
LISTED CASES ARE DIRECTED TO CONTACT THE CITY ZONING
OFFICER @ 570-348-4193, EXT 4512. HEARING DATE: 2/14/2018,
TIME: 6 PM. ALAN O'NEIL, CHAIRMAN, SCRANTON ZONING
BOARD. PUBLIC PARTICIPATION WELCOME.

FILE OF THE COUNCIL NO. _____

2018

AN ORDINANCE

AMENDING FILE OF THE COUNCIL NUMBER 58, 2016, (AS AMENDED) ENTITLED "ESTABLISHING A REGISTRATION PROGRAM FOR RESIDENTIAL RENTAL PROPERTIES; REQUIRING ALL OWNERS OF RESIDENTIAL RENTAL PROPERTIES TO DESIGNATE A PROPERTY MANAGER FOR SERVICE OF PROCESS AND PRESCRIBING DUTIES OF OWNERS, PROPERTY MANAGERS AND OCCUPANTS" BY AMENDING SECTION 3. DEFINITIONS, TENANT, TO ADD A DEFINITION UNDER THE LETTER (H).

WHEREAS, after further review of File of the Council No. 58, 2016, as Amended the Registration Program for Residential Rental Properties Ordinance, City Council has determined that Section 3, Definitions, Tenant, to include and additional definition under the letter (H) .

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SCRANTON that File of the Council No. 58, 2016 as Amended, is further Amended to read as follows:

SECTION 3 - Definitions

TENANT

H.

An occupant of a rental unit in a double or duplex home or two (2) single units on one (1) deed which is occupied in the remaining unit by the owner of the double or duplex home, or two (2) single units on one (1) deed during the license year.

SECTION 1. In all other respects, File of the Council No. 58, 2016, as Amended, shall remain in full force and effect.

SECTION 2. If any section, clause, provision or portion of this Ordinance shall be held invalid or unconstitutional by any Court of competent jurisdiction such decision shall not affect any other section, clause, provision or portion of this Ordinance so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Ordinance or any portion thereof from time to time as it shall deem advisable in the best interest of the promotion of the purposes and intent of this Ordinance, and the effective administration thereof.

SECTION 3. This Ordinance shall be retroactive to January 1, 2018.

SECTION 4. This Ordinance is enacted by the Council of the City of Scranton under the authority of the Act of Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Option Plans Law" and any other applicable law arising under the laws of the State of Pennsylvania.



DEPARTMENT OF LAW

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4105 • FAX: 570-348-4263

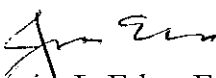
January 22, 2018

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

Dear Honorable Council Members:

ATTACHED IS AN ORDINANCE AMENDING FILE OF THE COUNCIL NUMBER 58, 2016, (AS AMENDED) ENTITLED "ESTABLISHING A REGISTRATION PROGRAM FOR RESIDENTIAL RENTAL PROPERTIES; REQUIRING ALL OWNERS OF RESIDENTIAL RENTAL PROPERTIES TO DESIGNATE A PROPERTY MANAGER FOR SERVICE OF PROCESS AND PRESCRIBING DUTIES OF OWNERS, PROPERTY MANAGERS AND OCCUPANTS" BY AMENDING SECTION 3. DEFINITIONS, TENANT, TO ADD A DEFINITION UNDER THE LETTER (H).

Respectfully,


Jessica L. Eskra, Esquire
City Solicitor

JLE/sl

RECEIVED
JAN 22 2018

OFFICE OF CITY
COUNCIL/CITY CLERK

RESOLUTION NO. _____

2018

RE-APPOINTMENT OF ROBERT TIMLIN, 325 WARREN STREET, SCRANTON, PENNSYLVANIA, 18508, AS A MEMBER OF THE BOARD OF THE SCRANTON REDEVELOPMENT AUTHORITY FOR AN ADDITIONAL FIVE (5) YEAR TERM. MR. TIMLIN'S PRIOR TERM EXPIRED ON FEBRUARY 14, 2017 AND WAS HELD OVER TO JANUARY 16, 2018. MR. TIMLIN'S NEW TERM WILL BE EFFECTIVE JANUARY 16, 2018 AND WILL EXPIRE ON FEBRUARY 14, 2022.

WHEREAS, Robert Timlin's term as a member of the Board of the Scranton Redevelopment Authority expired on February 14, 2017 and was held over to January 16, 2018; and

WHEREAS, the Mayor of the City of Scranton desires to re-appoint Robert Timlin as a member of the Board of the Scranton Redevelopment Authority for an additional five (5) year term effective January 16, 2018 and will expire February 14, 2022; and

WHEREAS, Robert Timlin has the requisite, experience, education and training necessary to serve on the Board of the Scranton Redevelopment Authority.

NOW, THEREFORE, BE IT RESOLVED that Robert Timlin, 325 Warren Street, Scranton, PA is hereby re-appointed to the Board of the Scranton Redevelopment Authority for an additional five (5) year term effective January 16, 2018 and will expire on February 14, 2022.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interests of the promotion of the purposes and intent of this Resolution and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.



OFFICE OF THE MAYOR

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4101 • FAX: 570-348-4251

January 16, 2018

Honorable Council of The City of Scranton
340 N. Washington Avenue
Scranton, Pa. 18503

RE: Scranton Redevelopment Authority Appointment

Dear Council Members:

Please be advised that I am re-appointing, Robert Timlin, 325 Warren Street, Scranton, Pennsylvania 18508 as a member of the Scranton Redevelopment Authority Board.

Mr. Timlin's prior term expired on February 14, 2017 and was held over to January 16, 2018. Mr. Timlin's new term will be effective January 16, 2018 and will expire on February 14, 2022.

I respectfully request City Council's concurrence in this appointment.

Sincerely,



William L. Courtright
Mayor, City of Scranton

WLC/kg

CC: Jessica Eskra, City Solicitor
Chris Caciano, Business Administrator
Scranton Redevelopment Authority Board of Directors
Robert Timlin



DEPARTMENT OF LAW

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4105 • FAX: 570-348-4263

January 18, 2018

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION AUTHORIZING RE-APPOINTMENT OF ROBERT TIMLIN, 325 WARREN STREET, SCRANTON, PENNSYLVANIA, 18508, AS A MEMBER OF THE BOARD OF THE SCRANTON REDEVELOPMENT AUTHORITY FOR AN ADDITIONAL FIVE (5) YEAR TERM. MR. TIMLIN'S PRIOR TERM EXPIRED ON FEBRUARY 14, 2017 AND WAS HELD OVER TO JANUARY 16, 2018. MR. TIMLIN'S NEW TERM WILL BE EFFECTIVE JANUARY 16, 2018 AND WILL EXPIRE ON FEBRUARY 14, 2022.

THE ADMINISTRATION HAS VERIFIED THAT THE APPOINTEE HAS NO DELINQUENT CITY TAX OR REFUSE PAYMENTS DUE.

Respectfully,

Jessica Eskra (s)
Jessica L. Eskra, Esquire
City Solicitor

JLE/sl

RECEIVED

JAN 26 2018

OFFICE OF CITY
COUNCIL/CITY CLERK

RESOLUTION NO. _____

2018

APPOINTMENT OF JOSEPH WECHSLER, 1315 CRONKEY AVENUE, SCRANTON, PENNSYLVANIA, 18505, AS A MEMBER OF THE BOARD OF THE SCRANTON PARKING AUTHORITY EFFECTIVE JANUARY 19, 2018. MR. WECHSLER WILL BE REPLACING MAUREEN MCNICHOLS WHO RESIGNED EFFECTIVE FEBRUARY 1, 2017. MR. WECHSLER WILL FULFILL THE UNEXPIRED TERM OF MRS. MCNICHOLS WHOSE TERM IS SCHEDULED TO EXPIRE ON JUNE 1, 2020.

WHEREAS, Maureen McNichols resigned as a member of the Board of the Scranton Parking Authority by letter dated February 1, 2017, a copy of which is attached hereto as Exhibit "A"; and

WHEREAS, the Mayor of the City of Scranton desires to appoint Joseph Wechsler as a member of the Board of the Scranton Parking Authority effective January 19, 2018. Mr. Wechsler will fulfill the unexpired term of Maureen McNichols who resigned February 1, 2017, whose term is scheduled to expire on June 1, 2020; and

WEREAS, Joseph Wechsler has the requisite, experience, education and training necessary to act as a member of the Board of the Scranton Parking Authority.

NOW, THEREFORE, BE IT RESOLVED that Joseph Wechsler, 1315 Cronkey Avenue, Scranton, PA is hereby appointed as a member of the Board of the Scranton Parking Authority effective January 19, 2018. Mr. Wechsler will fulfill the unexpired term of Maureen McNichols who resigned February 1, 2017 whose term is scheduled to expire on June 1, 2020.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interests of the promotion of the purposes and intend of this Resolution and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.



OFFICE OF THE MAYOR

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4101 • FAX: 570-348-4251

January 19, 2018

Honorable Council of The City of Scranton
340 N. Washington Avenue
Scranton, Pa. 18503

RE: Scranton Parking Authority Board Appointment

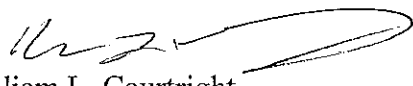
Dear Council Members:

Please be advised that I am appointing Joseph Wechsler, 1315 Cronkey Avenue, Scranton, PA 18505 as a member of the Board of the Scranton Parking Authority effective January 19, 2018.

Mr. Wechsler will be replacing Maureen McNichols who resigned. Mr. Wechsler will fulfill the unexpired term of Mrs. McNichols that is scheduled to expire on June 1, 2020.

I respectfully request City Council's concurrence in this appointment.

Sincerely,


William L. Courtright

CC: Jessica Eskra, Esq., City Solicitor
Chris Casciano, Business Administrator
Scranton Parking Authority Board
Joseph Wechsler

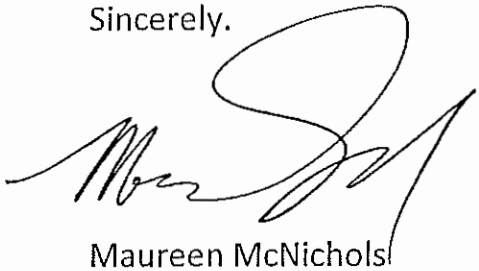
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2/1/17

February 1, 2017

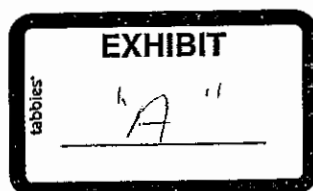
Honorable William Courtright,

Please accept my letter of resignation from the Scranton Parking Authority effective as of today, February 1, 2017. Thank you for giving me the opportunity to serve the city as a member of this board.

Sincerely,

A handwritten signature in black ink, appearing to read 'Maureen McNichols', written over a large, stylized loop.

Maureen McNichols



January 22, 2018

Scranton City Council
Municipal Building
340 N. Washington Avenue
Scranton, PA 18508
Attn: Lori Reed, City Clerk

Dear Mrs. Reed,

Mayor Courtright has chosen me to become a member of the Scranton Parking Authority. I am very much interested in serving on the SPA Board. My educational, professional, and community experiences make me uniquely qualified to assume the responsibilities of this position.

If you require any further information, please do not hesitate to contact me.

Joe Wechsler
1315 Cronkey Avenue
Scranton, PA 18505

RECEIVED
JAN 22 2018

OFFICE OF CITY
COUNCIL/CITY CLERK



DEPARTMENT OF LAW

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4105 • FAX: 570-348-4263

January 22, 2018

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

RECEIVED

JAN 22 2018

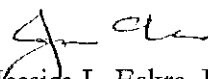
OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION AUTHORIZING APPOINTMENT OF JOSEPH WECHSLER, 1315 CRONKEY AVENUE, SCRANTON, PENNSYLVANIA, 18505, AS A MEMBER OF THE BOARD OF THE SCRANTON PARKING AUTHORITY EFFECTIVE JANUARY 19, 2018. MR. WECHSLER WILL BE REPLACING MAUREEN MCNICHOLS WHO RESIGNED EFFECTIVE FEBRUARY 1, 2017. MR. WECHSLER WILL FULFILL THE UNEXPIRED TERM OF MRS. MCNICHOLS WHOSE TERM IS SCHEDULED TO EXPIRE ON JUNE 1, 2020.

THE ADMINISTRATION HAS VERIFIED THAT THE APPOINTEE HAS NO DELINQUENT CITY TAX OR REFUSE PAYMENTS DUE.

Respectfully,


Jessica L. Eskra, Esquire
City Solicitor

JLE/sl

FILE OF THE COUNCIL NO. _____

2018

AN ORDINANCE

CREATING AND ESTABLISHING SPECIAL CITY ACCOUNT NO. 02.229624 ENTITLED "CONTRACT FOR RECOVERY PROGRAM" FOR THE RECEIPT AND DISTRIBUTION OF GRANT FUNDS FROM NEPA HEALTH CARE FOUNDATION AND ANY ADDITIONAL GRANT FUNDS APPLIED FOR AND RECEIVED THAT WOULD ALLOW THE SCRANTON POLICE DEPARTMENT TO IMPLEMENT AN EFFECTIVE PROGRAM IN THE PREVENTION AND RESPONSE TO DRUG OVERDOSE DEATHS.

WHEREAS, this Special City Account is being established for the receipt of grant funds for the Contract for Recovery Program and would enable the Police Department to accurately track any and all expenditures associated with the program.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SCRANTON that Special City Account No. 02.229624 is hereby established and that any and all appropriate City officials are authorized to execute any and all documents necessary to set up said account.

SECTION 1. If any section, clause, provision or portion of this Ordinance shall be held invalid or unconstitutional by any Court of competent jurisdiction such decision shall not affect any other section, clause, provision or portion of this Ordinance so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Ordinance or any portion thereof from time to time as it shall deem advisable in the best interest of the promotion of the purposes and intent of this Ordinance, and the effective administration thereof.

SECTION 2. This Ordinance shall become effective immediately upon approval.

SECTION 3. This Ordinance is enacted by the Council of the City of Scranton under the authority of the Act of Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Option Plans Law" and any other applicable law arising under the laws of the State of Pennsylvania.



DEPARTMENT OF BUSINESS ADMINISTRATION

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4118 • FAX: 570-348-4225

January 4, 2018

Jessica Eskra, Esq.
City Solicitor
Municipal Building
Scranton, PA 18503

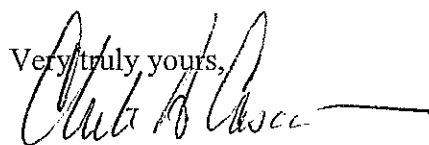
Dear Attorney Eskra:

Please prepare an Ordinance for Scranton City Council creating a new special city account for the purpose of receiving grant funds from the NEPA Health Care Foundation and any additional grant funds that may be applied for and received that would allow the Scranton Police Department to implement an effective program in the prevention and response to drug overdose deaths.

02.229624

Contract for Recovery Program

If you should have any questions regarding this matter, please do not hesitate to contact me.

Very truly yours,


Christe Casciano
Business Administrator

CAC:nmk

Encls.

Cc: Roseann Novembrino, City Controller
Wayne Beck, City Treasurer
Lori Reed, City Clerk
Andy Marichak, Financial Analyst
Adam Joyce, Senior Accountant
Rebecca McMullen, Financial Manager

**Police Department
Superintendent of Police
Chief Carl Graziano**

**Scranton Police Headquarters
100 South Washington Avenue
Scranton, Pennsylvania 18503
Tel: (570) 348-4130
Fax: (570) 207-0413
E-mail: cgraziano@scrantonpa.gov**



**Be Part of
The Solution**

SCRANTON

January 4, 2018

Chris Casciano
Business Administrator
City of Scranton
340 N. Washington Avenue
Scranton, Pa 18503

Mr. Casciano;

I am requesting a Special Cities Account be established for the Scranton Police Department Contract for Recovery Program. The Scranton Police Department was awarded a grant from NEPA Health Care Foundation in the amount of \$40,000 grant for this program in an effort to implement an effective prevention and response approach to prescription and illegal drug overdose and deaths through an innovative police-led, multi-agency collaborative solution.

The Scranton Police Department is in the process of seeking additional grant funding for the Contract for Recovery Program; a Special Cities account would enable us to accurately track and audit any and all expenditures associated with this program.

Please feel free to contact me with any questions or concerns.

Sincerely,


Carl Graziano

CC:

Nancy Krake- BA's Office
Sally Locker- Law Department



DEPARTMENT OF LAW

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4105 • FAX: 570-348-4263

January 8, 2018

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

Dear Honorable Council Members:

ATTACHED IS AN ORDINANCE CREATING AND ESTABLISHING SPECIAL CITY ACCOUNT NO. 02.229624 ENTITLED "CONTRACT FOR RECOVERY PROGRAM" FOR THE RECEIPT AND DISTRIBUTION OF GRANT FUNDS FROM NEPA HEALTH CARE FOUNDATION AND ANY ADDITIONAL GRANT FUNDS APPLIED FOR AND RECEIVED THAT WOULD ALLOW THE SCRANTON POLICE DEPARTMENT TO IMPLEMENT AN EFFECTIVE PROGRAM IN THE PREVENTION AND RESPONSE TO DRUG OVERDOSE DEATHS.

Respectfully,

Jessica Eskra(s)
Jessica L. Eskra, Esquire
City Solicitor

JLE/sl

RECEIVED

JAN 11 2018

OFFICE OF CITY
COUNCIL/CITY CLERK

RESOLUTION NO.

2018

ACCEPTING A ONE THOUSAND (\$1,000.00) DOLLAR DONATION FROM MR. AND MRS. JOHN BURNS PRESENTED TO THE CITY OF SCRANTON POLICE DEPARTMENT.

WHEREAS, Mr. and Mrs. John Burns presented a donation of \$1,000.00 to the City of Scranton Police Department to be used for department's National Night Out Community event on August 7, 2018. This donation will be deposited into Special City Account No. 02.229542 entitled "Scranton Police Annual National Night Out"; and

WHEREAS, it is in the best interest of the City to accept this donation to benefit the Scranton Police Departments Annual National Night Out Community event.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that the donation of \$1,000.00 from Mr. and Mrs. John Burns is hereby accepted to be deposited into Special City Account No. 02.229542 "Scranton Police Department National Night Out" for the department's Annual National Night Out Community event.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interests of the promotion of the purposes and intend of this Resolution and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.

Sally Locker

From: Carl Graziano
Sent: Thursday, December 21, 2017 3:58 PM
To: Jessica Boyles
Cc: Sally Locker
Subject: Donation
Attachments: 20171221154744500.pdf

Attorney Eskra,

Please see that attached letter from the Burn's family. The family wishes to donate \$1000.00 to the Scranton Police Department which we would like to deposit into the departments National Night Out Account which will be utilized for our community event on Tuesday August 07, 2018 at Scranton High School. Can you please have legislation drafted to formally accept this donation? Please contact me with any questions and/or concerns. Thank You.

Carl

Chief Carl R. Graziano
Scranton Police Department
100 South Washington Avenue
Scranton, Pa, 18503

-----Original Message-----

From: SPDCHIEFMFP@SCRANTONPA.GOV [mailto:SPDCHIEFMFP@SCRANTONPA.GOV]
Sent: Thursday, December 21, 2017 3:48 PM
To: Carl Graziano
Subject: Message from "RNP0026739AC7D7"

This E-mail was sent from "RNP0026739AC7D7" (MP 2554).

Scan Date: 12.21.2017 15:47:44 (-0500)
Queries to: SPDCHIEFMFP@SCRANTONPA.GOV



John and Beverly Burns
241 Lincoln Avenue
Hillsdale, NJ 07642

November 16, 2017

Chief Carl R. Graziano
Scranton Police Dept.
100 South Washington Avenue
Scranton, PA 18503

Superintendent Patrick DeSarno
Scranton Fire Dept.
340 North Washington Avenue
Scranton, PA 18503

Gentlemen:

At this time of Thanksgiving, the Burns family would like to send our heartfelt gratitude, love and respect to the Scranton Police and Fire Departments. We have kept both departments in our daily thoughts and prayers. It is for your staff, the hard working first responders, who worked with such professionalism and compassion to find our son Collin, who went missing on Montage Mountain. We have been building the strength to write and formally thank you. Many attempts have been made, but were thwarted by emotion. For that we apologize for the delay as we continue to work through healing.

Collin went missing at the Camp Bisco Music Festival in July of last year. It was a traumatic nightmare for our family. Fear and agonizing pain as the hours of searching the mountain and area passed. Officer Paul Tomczyk went above and beyond his call of duty with his professionalism, compassion, and determination to find our son. His continued efforts and care to this day show the type of officer Scranton is blessed with. The Scranton Police Dept. came together with its very fine staff with coordinating questioning, a news release, searches, time lines etc. We were terrified parents as the minutes and updates continued to pass. It was 30 hours of pure horror. The police department was able to obtain his last seen area whereby the fire department set up a grid search. Your heroic firemen were able to locate Collin down a ravine in a swamp in a heavily wooded area off the Route 81 ramp. To us, nothing short of a miracle that Lt. Kelly Hopkins found his muddy footprint and concentrated on that area and was first to him. Everyone on scene from coordinator Lt. Brian Scott to the ambulatory transport handled him with such care. Every prayer answered. We would now move forward.

We did not realize how grave Collin's condition was until we got to Geisinger, where he spent 2 weeks in kidney failure, along with wounds from head to toe. He underwent dialysis, and many scary days and nights trying to work through and understand what had happened. We are so grateful dialysis continued for only a few weeks longer. He was then truly on his road to recovery. Collin has now been sober for 15 months after entering treatment the day before his 21st birthday. He followed treatment with after-care, then step down living. There are so many people along his journey who have helped our entire family.

We continue to heal and get support, but not for the grace of the amazing work your departments did in our crisis. There was the search crew lead by Lt. Joseph Arbie and team; Montage Mountain staff and volunteers that helped in the search; citizens of local businesses, especially V.K. Singh of Liberty Gas, who was a huge help with recognizing Collin from his convenience store, providing video footage and his valuable time for our timeline; and people who called in to report they had seen him. There were truly so many good people involved, and our apologies if we inadvertently overlooked anyone; there are just so many.

We are hopeful that you can use the enclosed donation to each department for the good of your staff and community through a program, event, or towards equipment you may need. You should be very proud of all the fine men and women who serve your community. We are forever grateful to them all.

Happy Thanksgiving, and always be safe.

With Our Sincere Gratitude,

The Burns Family

The Burns Family

Cc: Mayor William Courtright

JOHN J BURNS III
BEVERLY E BURNS
241 LINCOLN AVE
HILLSDALE, NJ 07842-1629

1537
55-33712 NJ
2521

Nov. 16, 2017

Date

\$ 1,000.00

Dollars

Pay To The
Order Of

Scranton Police Dept

for Honor & 44100

Security
Deposit
Box

Bank of America

ACH RTT 021200339

For With Gratitude & Thanks

Beverly Burns

MP

10021200339100413020484311537

Michael Clarke



DEPARTMENT OF LAW

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4105 • FAX: 570-348-4263

January 2, 2018

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION ACCEPTING A ONE THOUSAND (\$1,000.00)
DOLLAR DONATION FROM MR. AND MRS. JOHN BURNS PRESENTED TO THE CITY
OF SCRANTON POLICE DEPARTMENT.

Respectfully,

A handwritten signature in dark ink, appearing to read "J. Eskra", written over the printed name.

Jessica L. Eskra, Esquire
City Solicitor

JLE/sl

RECEIVED

JAN 11 2018

OFFICE OF CITY
COUNCIL/CITY CLERK

RESOLUTION NO. _____

2018

AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO APPLY FOR AND EXECUTE A GRANT FOR THE REDEVELOPMENT ASSISTANCE CAPITAL PROGRAM (RACP) THROUGH THE COMMONWEALTH OF PENNSYLVANIA'S OFFICE OF THE BUDGET IN THE AMOUNT OF ONE MILLION \$1,000,000.00 DOLLARS; AND ACCEPTING AND DISBURSING THE GRANT AND COORDINATE THE USE OF THE GRANT FUNDS WITH "SCRANTON-CHERRY, LP, FOR THE PROJECT TO BE NAMED THE "SCRANTON COUNSELING CENTER".

WHEREAS, the City of Scranton, in coordination with "Scranton-Cherry, LP," or their designee, 2030 Tilghman Street, Suite #203, Allentown, Pennsylvania 18104, is desirous of obtaining funds from the Commonwealth of Pennsylvania's Office of the Budget in the amount of \$1,000,000.00 for prevention and elimination of blight through the Redevelopment Assistance Capital Program (RACP). These funds are in addition to the \$1,000,000.00 that was approved by Scranton City Council pursuant to Resolution No.189, 2017; and

WHEREAS, a blighting influence exists due to the deteriorating condition of "Scranton Counseling Center" (the "Project") located at 329 Cherry Street, Scranton, Pennsylvania, and

WHEREAS, the City will partner with "Scranton-Cherry, LP," or their designee, as the applicant for the grant funds from Commonwealth of Pennsylvania's Office of the Budget and disburse the funds to the City to fund the Project; and

WHEREAS, the City will reimburse the Commonwealth of Pennsylvania's Office of the Budget for any expenditures found by the Commonwealth of Pennsylvania's Office of the Budget to be ineligible; and

WHEREAS, the details of the Project costs and breakdown are detailed in the grant application, a copy of which is attached hereto and made a part hereof.

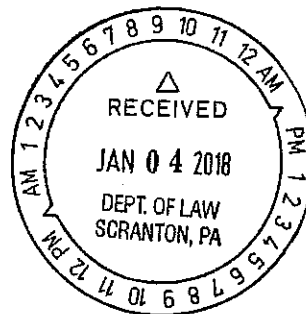
NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that the Mayor and other appropriate City Officials are hereby authorized to apply for, execute and submit a grant application to the Pennsylvania Office of the Budget for the Redevelopment Assistance Capital Program (RACP) substantially in the form attached hereto, and if successful, to accept the grant funds to be used for the Project, as detailed in the grant

application. This approval anticipates the execution of any and all related documentation which may be necessary to complete the grant application, including but not limited to the grant application.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interests of the promotion of the purposes and intent of this Resolution and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.



January 4, 2018

Atty. Jessica Eskra
340 North Washington Avenue
City Hall
Scranton, PA 18503

Re: Redevelopment Assistance Capital Program (RACP)
Scranton Counseling Center Project
Scranton, Pennsylvania 18505
Resolution - \$1,000,000.00

Dear Atty. Boyle:

The City was approved for an additional \$1,000,000 grant through the PA Office of the Budget through the Redevelopment Assistance Capital Program (RACP) for the development of the above mentioned project. A copy of the application is attached.

OECD is requesting to review the attached Resolution for the development of the former Button Company located at 329 Cherry Street, Scranton, PA 18505. This will be the new home for the Scranton Counseling Center.

If you have any questions, please contact me at laebli@scrantonpa.gov.

Sincerely,

A handwritten signature in cursive script that reads "Linda B. Aebli".

Linda B. Aebli
Executive Director

Lba/
Attachments



OFFICE OF THE MAYOR

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4101 • FAX: 570-348-4251

December 27, 2017

Mr. Steven Heuer
Office of the Budget
Bureau of Revenue, Capital & Debt
RACP
18th Floor Harristown 2
333 Market Street
Harrisburg, PA 17101-2210

**Re: Redevelopment Assistance Capital Program Grant (RACP)
Scranton City
Scranton Counseling Center, 329 Cherry St., Scranton, PA 18505
Capital Budget Itemization Act of 2013-085
\$1,000,000.00**

Dear Mr. Heuer:

This will confirm the letter dated December 20, 2017 from Randy C. Albright, Secretary, Office of the Budget informing the City of Scranton that Governor Wolf has authorized the release of \$1,000,000.00 for the above mentioned project.

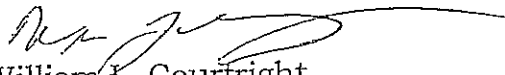
On behalf of the citizens of Scranton, Pennsylvania and in accordance with RACP statutes, I accept the grant and will follow all regulations under RACP.

Ms. Aebli, of my staff, will be the City of Scranton's contact for this project:

Ms. Linda B. Aebli
Executive Director
Office of Economic and Community Development
Municipal Building
340 North Washington Avenue
Scranton, Pennsylvania 18503
Phone: 570/348-4216
FAX: 570/348-4123
Email: Laebli@scrantonpa.gov

If you need further information, please do not hesitate to contact Ms. Aebli at Laebli@scrantonpa.gov or 570/348-4216.

Sincerely,


William L. Courtright
Mayor

Cc: Ms. Linda B. Aebli, Executive Director, OECD
Mr. Elias Joseph, Office of the Budget
Atty. Sean Gallagher, OECD Solicitor
Mr. William Harbeson, Administrator, (RACP)
Atty. Jessica Eskra, Solicitor, City of Scranton
Mr. Charles Jefferson, Scranton-Cherry, LP



COMMONWEALTH OF PENNSYLVANIA
OFFICE OF THE GOVERNOR

RANDY ALBRIGHT
SECRETARY
GOVERNOR'S OFFICE OF THE BUDGET

December 20, 2017

The Honorable William Courtwright, Mayor
City of Scranton
340 North Washington Avenue
Scranton, PA 18503

2017 DEC 27 PM 3 08

Dear Mayor Courtwright:

Governor Wolf has authorized the release of \$1,000,000 in Redevelopment Assistance Capital Program (RACP) funding for the Scranton Counseling Center project in Lackawanna County. This project is eligible to receive funding via legislative authorization in the Capital Budget Project Itemization Act(s) of 2013-085. Please note that RACP monies will not be paid out until (a) a RACP grant agreement has been fully executed between you and the Commonwealth, and (b) you have complied with all RACP program and grant agreement requirements as set out in the grant agreement and in the program guidelines.

This correspondence shall serve as written notification authorizing the preparation and submission to the Office of the Budget of a formal and complete Redevelopment Assistance application for the project. You will receive further instructions regarding the submission of your application on our web site, approximately three weeks after receipt of your notice of acceptance of this award letter. The significance of your acceptance correspondence is further explained below.

As you are aware, RACP funding is intended to provide much needed economic stimulus to the Pennsylvania economy and it is intended to assist in the immediate creation of quality, family-sustaining jobs for Pennsylvanians. In completing the application for the RACP grant, please include sufficient information and documentation indicating this project's estimated economic impact and the potential for job creation. **To be eligible for this award in accordance with RACP statutes, you must notify the Office of the Budget if you accept the grant within 30 days of receiving notification of approval via an official correspondence.**

As one of the selected recipients of the limited amount of RACP funding available, your organization now has the significant responsibility of ensuring that these funds are utilized for economic development in a timely manner. Therefore, it will be the policy of this Administration to require that **all recipients of RACP funding recipients MUST submit their application within six (6) months of the date of this letter.** Failure to submit the required RACP application

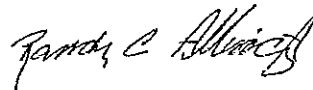
within this timeframe may lead to the termination of any commitment of funding contained herein. It is important to note, however, that according to existing law, applicants must be able to demonstrate that at least 50% of the required non-state funds necessary to complete the project are secured at the time of the application. Failure to document the 50% non-state funds will preclude the Office of the Budget from accepting the application and drafting a grant agreement. It is also important to stress that a Resolution from the eligible applicant authorizing the submission of the application for Redevelopment Assistance Capital Grant funding, should be provided as part of the application.

Additionally, once the grant agreement is fully executed for the RACP funding, your organization will then have a maximum of six months to meet the terms and conditions of the grant agreement and begin construction of the project. Failure to begin construction of the project within six months of the final execution of the grant agreement may lead to the termination of the funding commitment.

Whereas this project has now been authorized to receive RACP funding, you should know that the grant agreement you will execute requires compliance with bidding and the payment of prevailing wage rates as a condition of the contract among other requirements. Questions about prevailing wage rates and how they may affect your project's construction contracts should be directed to the Bureau of Labor Law Compliance, Department of Labor and Industry at 717-787-4671. Failure to comply with these requirements may result in the loss of this funding and return of any funds already provided to your project by the Commonwealth.

Your assistance in this matter is greatly appreciated and the Commonwealth of Pennsylvania looks forward to working with you for the successful completion of this project.

Sincerely,

A handwritten signature in dark ink, appearing to read "Randy C. Albright". The signature is fluid and cursive, with the first name "Randy" being more prominent.

Randy C. Albright
Secretary of the Budget

cc: Mike Brunelle (Chief of Staff)
Yeseñia Bane (Governor's Office)
Anne Baloga (Office of the Budget)
Steve Heuer (Office of the Budget)
Elias Joseph (Office of the Budget)
William Harbeson (Office of the Budget)
House Appropriations Committee Chairman (R)
House Appropriations Committee Chairman (D)
Senate Appropriations Committee Chairman (R)
Senate Appropriations Committee Chairman (D)
Speaker of the House of Representatives
Majority Leader, House of Representatives
Minority Leader, House of Representative
President Pro Tempore of the Senate
Majority Leader, Senate
Minority Leader, Senate
Sub-grantee:
Mr. Charles C. Jefferson, President

TAB 1: Project Eligibility Requirements

Itemization Requirements:

The proposed project for the Scranton Counseling Center in the City of Scranton is included in the Capital Budget Project Itemization Act as follows:

COUNTY	MUNICIPALITY	ACT NO.	AUTHORIZATION DATE	ACT DESCRIPTION	ACT AMOUNT	RELEASE AMOUNT	REMAINING AMOUNT	RELEASE DATE
Lackawanna	City of Scranton	2013-085	11/1/2013	Acquisition, construction, infrastructure and other related costs for Neighborhood Commercial District revitalization project	\$4,000,000		\$4,000,000	

Constructions Status:

The construction start date for the Scranton Counseling Center is ~~July 2017~~.

The project is scheduled to be completed August 2018.

Project Labor Agreement is not required.

Housing Statement:

This RACP Project does not include a housing component.

TAB 2: PROJECT DESCRIPTION

Project Name: Scranton Counseling Center

Address: 329 Cherry Street
Scranton, PA 18503

Municipality: City of Scranton

County: Lackawanna

State Representative: Hon. Marty Flynn
409 North Main Street, Scranton, PA 18504
113th District

State Senator: Hon. John P. Blake
409 Lackawanna Avenue, Suite #210, Scranton, PA 18503
22th District

OVERALL:

Scranton Counseling Center (SCC) is Lackawanna County's largest integrated community behavioral health provider serving children, adolescents, adults and the elderly throughout the Greater Scranton area. SCC has been serving the community since 1947 and in its present location for nearly 30 years.

The project is the construction of a new facility with onsite parking and ample space to accommodate the Center's growing program needs. The new home will be located at 329 Cherry Street in the City of Scranton, County of Lackawanna, and will replace SCC's existing outdated and dysfunctional series of buildings. These buildings on Scranton's 300 block of Adams Avenue are a series of converted early 20th century stores with inefficient floor plans, a lack of natural light and poor handicap access. SCC has outgrown this location.

The new facility is a 3-story adaptive reuse of an historic warehouse a few blocks from SCC's current location. The Center's program needs will be fully integrated into the new facility with some space for future growth. The major improvements benefiting the employees and those residents the Center serves will be easier facility access, complete handicap access, onsite parking for employees and those served, onsite passenger loading and unloading, off-street passenger bus drop-off/pickup, light-filled spaces from windows on all sides and the dignity that comes with a facility designed to meet their needs.

The relocation of SCC will revitalize a major building on the 300 block of Cherry Street and provide the opportunity for redevelopment of the entire 300 block of Adams Avenue as a follow-on project. This is a key aspect that differentiates this project from others. This project

will have a transformative effect on two neighborhoods within the city of Scranton. The follow-on project of the 300 block of Adams Avenue renovation will bring new retail to now shuttered storefronts, reduce the traffic congestion on a major downtown arterial and continue the overall revitalization in the downtown.

The mission statement of SCC is "to promote wellness and recovery by providing an environment which is considerate of and sensitive to the unique personal and cultural attributes of those we serve, and which empowers them to make choices about their lives, pursue their personal goals and maximize their quality of life while respecting their individual dignity and confidentiality". A critical part of being able to carry out the mission of the Center is to do it in an environment that is both conducive to the program and mindful of the dignity of their clients. This project accomplishes both as well as revitalizing a much needed area and paving the way for further redevelopment in the process.

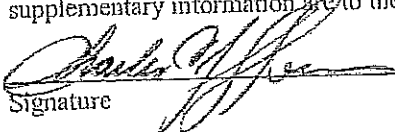
PROPOSED RACP SCOPE:

The Proposed RACP Scope will be limited to the acquisition and rehabilitation of 329 Cherry Street including but not limited to construction of the improvements and related site work required for occupancy of the property.

TAB 3. ECONOMIC IMPACT

		Estimated within 1-year after project completion
A.	NEW Jobs:	
1.	NEW permanent direct jobs from positions being created, or vacant ones being filled.	
a.	Full-time jobs	10
b.	Part-time jobs - For scoring purposes, 2.5 part-time jobs are considered a Full Time Equivalent (FTE). The Office of the Budget will calculate FTEs.	0
2.	NEW permanent direct jobs TRANSFERRED TO PA FROM OUT OF STATE. "NEW" for this entry's purpose <u>only</u> includes existing, filled positions that will be transferred into PA from out of state.	
a.	Full-time jobs	0
b.	Part-time jobs - For scoring purposes, 2.5 part-time jobs are considered an FTE. The Office of the Budget will calculate FTEs.	0
B.	RETAINED permanent direct (non-construction) jobs. "RETAINED" for this purpose includes existing jobs, currently located elsewhere in PA or existing jobs retained at a current employment site that will be lost without the progression of this project.	
1.	Full-time jobs	251
2.	Part-time jobs - For scoring purposes, 2.5 part-time jobs are considered an FTE. The Office of the Budget will calculate FTEs.	60
C.	Number of permanent INDIRECT jobs created by support/supplier industries and secondary industries attracted by the project. Must supply multiplier basis used by the project.	
D.	Number of non-permanent direct (CONSTRUCTION) jobs created by the project.	104
E.	Median annual wage for NEW permanent direct full-time jobs.	\$36,807
F.	Provide the per capita income for the project's county per the U.S. Census Bureau website.	\$25,608
Total state tax generation (payroll, sales, corporate, etc.).		\$320,000
		Prior to project

I certify that the representations made in the above schedule and corresponding attachments and supplementary information are to the best of my knowledge complete and accurate.


Signature

Developer
Title

4/10/17
Date

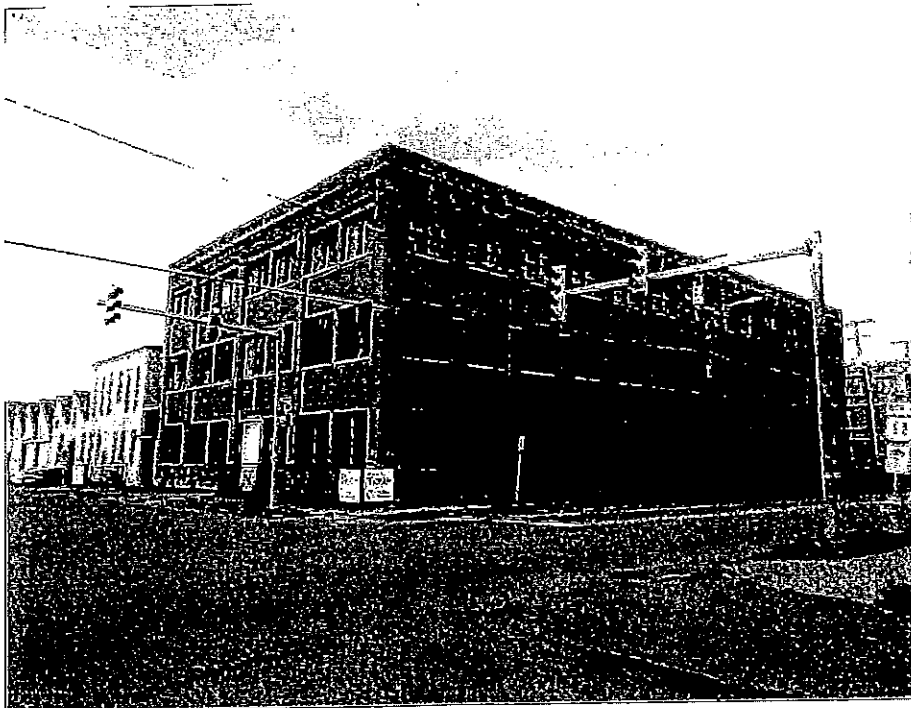
TAB 4: COMMUNITY IMPACT

A. Narrative of Area

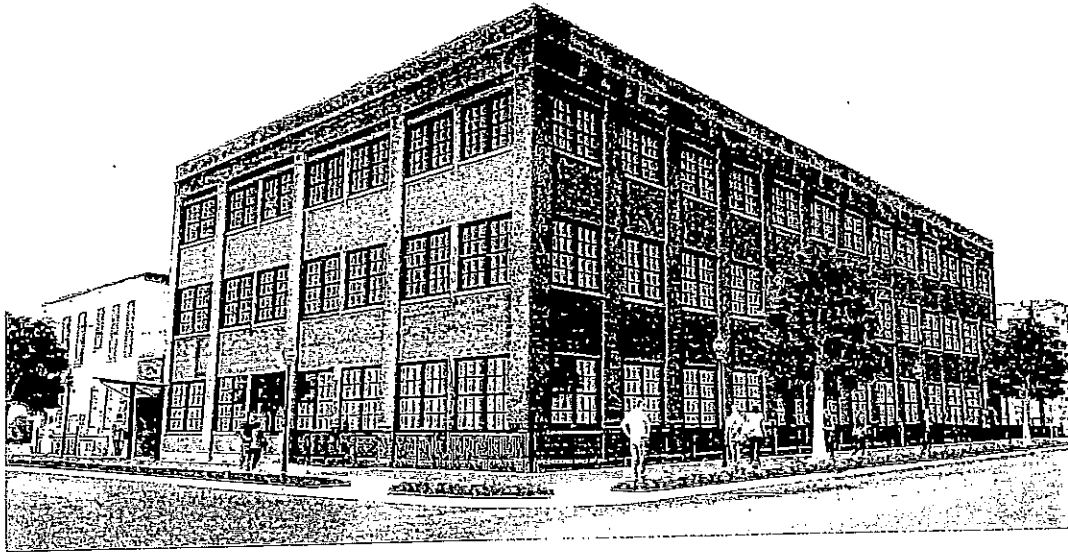
The Scranton Counseling Center (SCC) is currently located in two separate buildings in the 300 block of Adams Ave in Downtown Scranton (See photo below). As shown, the Center is housed in the building on the left and right of a vacant, unsightly property.



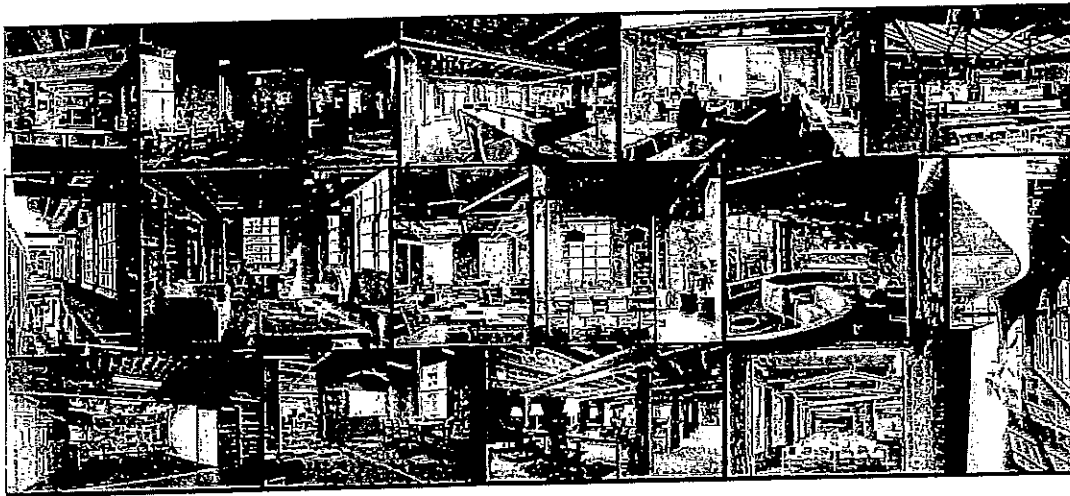
The project will provide a new facility for SCC in 300 block of Cherry Street in a to-be-converted historic building. (Photo of the existing property is shown below.)



The project will take the vacant dilapidated building shown on the previous page and totally renovate the interior and exterior of the building and includes overall site improvements. Proposed exterior/interior renderings of the new building are shown below.



329 Cherry Street after rehabilitation



Interior Image Concept Board

Relocation of SCC to 329 Cherry Street will also pave the way for further revitalization of the 300 block of Adams Avenue. The project property on Cherry Street is not

designated as blighted as the time of this application; however, we are seeking this designation.

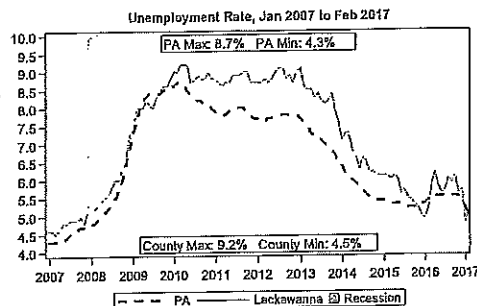
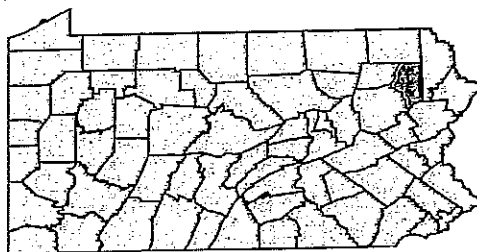
B. Economic Health of the County

1. Does the county have unemployment higher than the state average? YES – the Lackawanna County's unemployment rate is currently 5.1%, which is .1% above the state average of 5.0%.

Pennsylvania Unemployment Rate: Lackawanna County compared to State

April 2017

Lackawanna County Profile



2015 Population		
Demographic	County	PA
Total Population	213,469	12,779,859
Female	110,401	6,534,215
Male	103,058	6,245,344
Population by Race		
White	92.7%	81.6%
Black	3.1%	11.0%
Other	4.2%	7.4%
Hispanic Origin (all races)	5.9%	6.4%

Population by Age		
Ages 0 to 17	20.1%	21.3%
Ages 18 to 24	9.7%	9.7%
Ages 25 to 34	12.1%	12.6%
Ages 35 to 44	11.6%	12.0%
Ages 45 to 54	14.1%	14.4%
Ages 55 to 64	13.9%	13.6%
Ages 65 to 74	9.5%	8.6%
Ages 75 and Older	8.9%	7.7%
Median Age	42.5	40.7

Source: U.S. Census 5 Year Estimate 2011-2015 (Tables: DP05 and B01001)

2015 Veterans		
	County	PA
Total Veterans	16,842	870,770
Median Veteran Income	\$30,224	\$34,110
Median Non-Veteran Income	\$23,568	\$26,783
Veteran Unemployment Rate	7.1%	7.2%

Source: U.S. Census 5 Year Estimate 2011-2015 (Table: S2101)

Online Job Postings		
	County	PA
February 2017	3,392	193,159
February 2016	3,710	215,038
Annual Volume Change	-318	-21,859
Annual Percent Change	-8.6%	-10.2%

Source: The Conference Board Help Wanted Online

Income		
	County	PA
Per Capita Personal Income	\$42,662	\$49,745
Total Personal Income	\$9,040,789	\$636,857,158
Median Household Income	\$46,271	\$53,599
Median Family Income	\$59,955	\$68,158

Note: Total Personal Income is displayed in thousands.
Note: Median incomes are in 2015 adjusted dollars.
Source: Personal Income - Bureau of Economic Analysis (BEA) - 2015
Source: Median Income - U.S. Census 2011-2015 (Tables: B19013 & B19113)

Local Area Unemployment Statistics		
Feb 2017	County	PA
Unemployment Rate	5.1%	5.0%
Labor Force	105,500	5,434,000
Employed	100,100	5,114,000
Unemployed	5,400	321,000

Notes: Current month's data are preliminary. Data are Seasonally Adjusted.

Unemployment Compensation Exhaustees				
Feb 2016 to Jan 2017		Volume		Percent of Total
Pre-UC Industry	County	PA	County	PA
Natural Resources & Mining	20	3,710	1.0%	3.5%
Construction	270	12,150	15.0%	11.0%
Manufacturing	270	17,350	15.0%	15.5%
Trade, Transportation & Utilities	370	21,350	20.6%	19.0%
Information	10	1,730	0.5%	1.5%
Financial Activities	80	5,720	4.5%	5.0%
Professional & Business Services	300	19,920	16.5%	18.0%
Education & Health Services	280	16,700	15.5%	15.0%
Leisure & Hospitality	130	7,310	7.0%	6.5%
Other Services	40	2,790	2.0%	2.5%
Government	10	1,080	0.5%	1.0%
Info Not Available	20	2,190	1.0%	2.0%
Total	1,600	112,000	100%	100%

Note: Percentages less than 0.5% will be displayed as 0.0%.
Source: Pennsylvania Unemployment Compensation System

Top 10 Employers by Employment in Q3 of 2016	
Allied Services Foundation	
State Government	
Community Medical Center	
Scranton School District	
Lackawanna County	
TMG Health Inc	
The University of Scranton	
Federal Government	
Wal-Mart Associates Inc	
Scranton Quincy Hospital Co LLC	

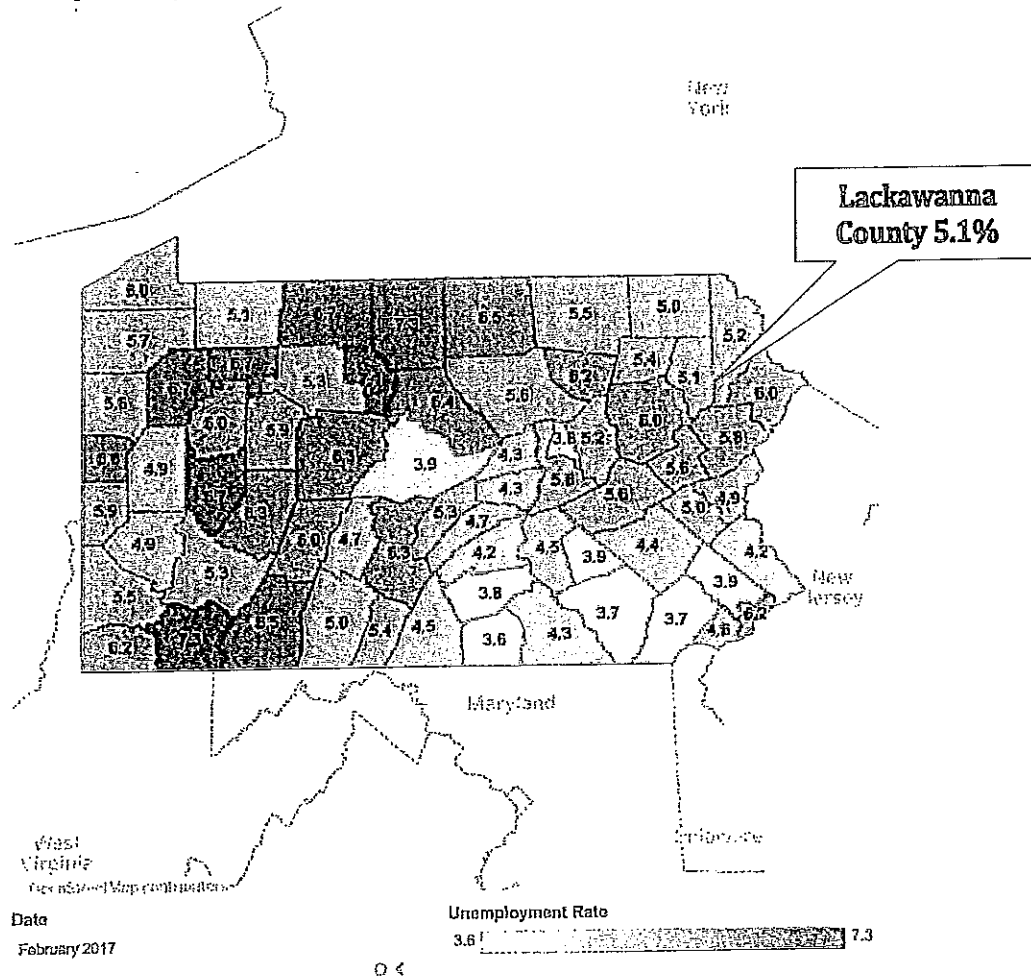
Source: Quarterly Census of Employment and Wages

Center for Workforce Information & Analysis

LABOR STATISTICS DASHBOARD

[Employment](#)
[Labor Force](#)
[Other State Rates](#)
[County Rate Map](#)
[County OTM Change](#)
[County State Comparison](#)

County Rate Map



2. Does the county have declining population? YES – see below excerpt from Census website.

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United States Census Bureau
[\(www.census.gov\)](#)

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Welcome to QuickFacts

Lackawanna County, Pennsylvania

QuickFacts provides statistics for all states and counties, and for cities and towns with a population of 5,000 or more.

QuickFacts

People

Lackawanna County, Pennsylvania

Population	211,321
Population estimates, July 1, 2016, (V2016)	211,917
Population estimates, July 1, 2015, (V2015)	214,640
Population estimates base, April 1, 2010, (V2010)	214,436
Population estimates base, April 1, 2010, (V2010)	-1.5%
Population, percent change - April 1, 2010 (estimates base) to July 1, 2016, (V2016)	-1.2%
Population, percent change - April 1, 2010 (estimates base) to July 1, 2016, (V2016)	214,437
Population, Census, April 1, 2010	

3. Is the county below the state per capita income? YES – see insert in section 1.
4. Is the project located in a KOZ, KOEZ, KIZ, KSDZ, EZ or KOIZ-designated area?
 NO.

C. The project is increasing the quality of life.

1. It is creating or improving Civic, Cultural or Recreation Facilities? YES – The project is increasing the quality of the life for both users of the Counseling Center and for residents and communities in Downtown Scranton. Currently, the space used by the Center is a 30-year old, tired, renovation of a department store. Most offices are devoid of natural light. Facilities within the space are inadequate for the program needs. The new building will change all of this. Additionally, Adams Avenue has become a major arterial road in Scranton's downtown as the University of Scranton has grown and The Commonwealth Medical College has come on-line. What was once an acceptable practice for the Center to load/unload their medical transports, is now a major source of traffic congestion along Adams Avenue during the morning and evening rush hours and throughout the day. The relocation of the Center will change this for everyone. Further, the relocation will pave the way for the redevelopment of the entire 300 block of Adams Avenue.
2. Is it improving Commercial/Retail/Mixed-use Buildings in a downtown or core area? YES – see photos of the existing vacant property above. The project will take an existing vacant historic warehouse and adjacent overgrown lot and completely rehabilitate them into a new facility with off-street parking. The

building has been vacant for over 10 years and is currently littered with trash, broken windows and graffiti.

3. **Does it address immediate/urgent issues to improve quality of life? YES** – the SCC program involves a great deal of mental health counseling and brings a number of people on a daily basis to its present location. The current facility lacks parking, appropriate passenger loading/unloading and is a very poor example of 1980's renovation – dark and depressing. The Center needs to either renovate its existing facilities or move to a new one. The cost to renovate the existing facilities while maintaining a minimal impact to operations is prohibitive. As with any building occupied for nearly 30 years the expansion within the space was haphazard and unplanned. Further complicating this is the fact that the Center expanded into a second unconnected building on the same block. Relocation is the only logical answer to benefit SCC and its customers.
4. **Does it address issues that could have a negative impact on the quality of life? YES** – as Scranton has added TCMC (The Commonwealth Medical College – a couple blocks up the street) and the community as a whole has become more dependent on cars, Adams Avenue has become a major arterial road in downtown Scranton. SCC's operation requires a great deal of passenger pick-up and drop-off and many of these customers are disabled and using paratransit of some sort. Traffic in front SCC's current location is a dangerous and very congested problem in the morning and evening rush hours with pedestrians and clients alike constantly dodging traffic. The relocation of the Center will provide off-street facilities as well as ample onsite parking for employees and customers that is not currently available.

D. The project has regional impact.

1. **Is it consistent with an existing revitalization plan? NO.**
2. **Is it a joint effort involving multiple municipalities? NO.**
3. **Is the public actively involved in the development of the project? NO.**
4. **Does it promote tourism? NO.**

TAB 5: STRATEGIC CLUSTERS FOR DEVELOPMENT

The project meets the goal of the Commonwealth of PA and that of the Greater Scranton Chamber of Commerce and the City of Scranton with respect to growing businesses in the strategic cluster of the Healthcare sector. The project is the construction of a new facility for the relocation of Scranton Counseling Center (SCC) – a community based behavioral healthcare provider. Their present location is outdated, inadequate and does not allow for expansion.

At the writing of this application it is our understanding that there is a shortage of behavioral healthcare services in Lackawanna County. In looking at the current physical facilities of SCC it is easy to see that they are inadequate for today's needs. SCC served close to 10,000 individuals in 2016.

The population is made up primarily of low-income individuals and families, including the working poor. Services are provided to those in need regardless of their ability to pay. SCC has been located in their downtown Scranton location in a former department store building for over 30 years. It has very limited space to expand let alone improve through implementing new evidence-based services and other modern practices.

Healthcare consumers of all socioeconomic backgrounds deserve respect and dignity when seeking professional help. This is nowhere more important than then in the lower income communities. The current location worked at one time but not today. In order to grow the business and provide quality services to all, the Center needs to expand into new, better-suited space. All behavioral health consumers, including those from lower socioeconomic strata deserve the highest quality services possible, receiving those services in a physical environment that is thoughtfully designed, welcoming, and attractive will be an asset to recovery, and quality of life.

Relocation to the new facility will allow the Center to expand their services and will facilitate an employment base of 251 full-time and 60 part-time employees at an average wage rate of \$36,807. It will bring life to a vacant building and restore a tarnished streetscape. It will pave the way for additional development in SCC's existing location along the 300 block of Adams Avenue. It will be beneficial for all parties involved.

TAB 6: ORGANIZATION, MANAGEMENT & STRATEGIC PLAN

TABLE OF INVOLVED ORGANIZATIONS:

Grantee:	City of Scranton Mayor William L. Courtright 340 N Washington Ave, Scranton, PA 18503 P: (570) 348-4215 Contact: Linda Aebli, Director of OECD laebli@scrantonpa.gov
Sub-Candidate:	Scranton-Cherry, LP Charles C. Jefferson/Owner 2030 W. Tilghman Street, Suite #203, Allentown, PA 18104 P: (215) 651-1241 cjefferson@jeffersonwerner.com
Architect:	Hemmler + Camayd Architects David Hemmler/Partner 409 Lackawanna Avenue, Scranton, PA 18503 P: (570)961-1302 dhemmler@hc-architects.com
Engineer:	Keast & Hood Engineering Frederick Baumert, PE 400 Market Street, Suite 1250, Philadelphia, PA 19106 P: (215) 625-0099 fbaumert@keasthood.com
Construction Manager:	Admiral Management Services, LLC Duane Wagner 129 N. Washington Avenue, Scranton, PA 18503 P: (484) 866-5608 dwagner@jeffersonwerner.com
Developer / Project Administration:	Jefferson-Werner, LLC Charles Jefferson, President 129 N. Washington Avenue, Scranton, PA 18503 P: (215)-651-1241 cjefferson@jeffersonwerner.com

PROJECT INFORMATION

1. Tax Status & Organizational Structure

Scranton-Cherry, LP, will operate as a for-profit business and will own the project. Scranton-Cherry, LP, will lease the project to Scranton Counseling Center on a triple-net basis and at an amount equal to the debt service plus minimal administrative costs.

2. Financial & Operating Status

Financing for the project consists of the following of \$6,523,911 of private investment (equity and long-term debt) from the owner/developer, \$500,000 of Pennsylvania Historic Preservation Tax Credits and \$3,500,000 of RACP grant funding. In addition, the owner/developer will secure \$3,500,000 in RACP bridge financing.

As this is a new project there is no historical financial data available. There is a cash flow analysis provided to support the pro forma.

3. Project Administration

The administration of the project, operation and compliance reporting will be the responsibility of Charles Jefferson of Jefferson-Werner, LLC, the Developer/Project Administrator. Charles has extensive experience in PA with urban development projects and RACP projects in particular. Jefferson-Werner, LLC has completed several major projects in Scranton including historic rehabs of the Connell Building (8-story, 166,000 SF building into 89 apartments, office and retail) and Mulberry 426 (4-story, 58,000 SF historic building into 39 apartments and retail). Most recently Jefferson-Werner, LLC, lead the purchase and turnaround of Montage Mountain Resorts in NEPA and the development and construction of the Lehigh Valley Charter High School for the Arts in the City of Bethlehem.

The Grantee, the City of Scranton, has applied for and been awarded many RACP grants over the past several years and has significant experience administering and managing such grants and in working with Jefferson-Werner. The City of Scranton administers state and federal grants through its Office of Economic Community Development (Linda Aebli, Director). They will administer the RACP funding. The Grantee will work closely with Scranton-Cherry, LP, who will complete the project being funded through this grant, to ensure that all program guidelines and requirements are met. A cooperation agreement will be executed between the Grantee and the Sub-Candidate that establishes the cooperative framework under which the Grantee and Scranton-Cherry, LP, will ensure appropriate management of the RACP funds.

Admiral Management Services has extensive experience with RACP funding and construction/development projects in Northeast Pennsylvania and within the City of Scranton. Most notably are the recently completed and very successful mixed use projects of Connell Lofts and 426 Mulberry in Downtown Scranton and the Lehigh Valley Charter Arts Foundation's new charter arts high school located in Bethlehem,

Northampton County. These development projects contained over \$50 million in construction and utilized RACP funds to make them successful.

4. Financial Necessity.

The Scranton Counseling project is located in the 300 block of Cherry Street in Scranton. This block has not seen new commercial activity for many years. As is the case with projects in depressed areas, the economics of renovating an historic building combined with the lower rents within the area do not support a traditional capital structure – basically you cannot charge enough rent to support the costs to renovate, not to mention servicing the debt. The project is under water before it could ever begin.

RACP funds in the amount of \$3,500,000 are requested to undertake the project, as the project requires complete interior reconstruction, site/sidewalk work, extensive façade improvements and accessibility requirements that combine with the economics to make the project not viable. RACP funds along with the noted equity and debt will allow the project to move forward and open Summer of 2018.

STRATEGIC PLAN

1. Business Strategy/Plan.

The Scranton Counseling project will address the need to improve a business that provides a vital healthcare need to the Greater Scranton community. In addition to revitalizing an existing vacant structure along Cherry Street, the relocation of SCC will allow for future redevelopment of SCC's existing location along Adams Avenue in Scranton's central business district.

Scranton, like other former industrial cities, was once home to a thriving and vibrant downtown. The streets around courthouse square were lined with retail operations and entertainment venues. In the years since its peak, Scranton has seen its population decrease by 50% and its employment base change. Over the last 10 years the population has stabilized at around 75,000 with over 578,000 in the Scranton-Wilkes-Barre Metro Area. In the last 5 years residential development has come back to the downtown and small retailers are following. The downtown needs more to continue its growth.

The Scranton Counseling Center project is the construction of a new 108,000 SF facility with onsite parking and ample space to accommodate the Center's programs. It will replace the existing outdated and dysfunctional series of buildings currently housing the Center. These buildings on the 300 block of Adams are converted stores with inefficient floor plans, a lack of natural light and poor handicap access. SCC has outgrown this location. The new facility will allow the Center to continue to serve the community and expand its impact on the residents.

2. Financial Information

See attached financial pro forma.

3. Plan for Continuing Operation of the Project

The financial plan is attached. Parking is a major consideration in the operation of SCC. Currently, SCC's existing facility provides no on-site parking for employees or the residents it serves. In addition, SCC's clients are often subject to double-parking in the middle of Adams Avenue (a main thoroughfare through Scranton's downtown), subjecting SCC's clients to dangerous situations on a daily basis just to access their facility. Parking and access for SCC's clients and employees is addressed at the new location through ample onsite parking being provided as part of the project development plans. In addition to parking, other major improvements benefiting the employees and those residents the Center serves will be easier off-street facility access, complete handicap access, onsite passenger loading and unloading, off-street passenger bus drop-off/pickup, light-filled spaces from windows on all sides and the dignity that comes with a facility designed to meet their needs.

All other considerations for the project in terms of planning and approvals have been reviewed with City government and code officials. The project has the support of all parties including the Mayor. A cash flow analysis has been included to support the viability of the project. Scranton Counseling Center has been in business and serving the Lackawanna County and Scranton communities since 1947 – over 70 years.

Development Budget & Assumption

FLOOR	GROSS AREA	CORE	NET RENTABLE	RENTAL RATE	GROSS ANNUAL INCOME
1, 2, 3	108,000	0	76,000	\$3.62	\$275,000
TOTAL / AVERAGE:	108,000	0	76,000		\$275,000

PROJECT COSTS		
LAND:		
PURCHASE PRICE:	\$ 545,000	
ACQUISITION FEES:	\$ 205,000	
TOTAL SOFT COSTS:	\$ 750,000	
SOFT COSTS:		
ARCH & ENG:		
LEGAL:		
ACCT'G HTC/NMTC:	\$ 500,000	
HTC CERTIFICATION:	\$ 100,000	
PROJECT MANAGEMENT:	\$ 40,000	
TESTING & INSPECTIONS:	\$ 40,000	
APPRAISAL/MARKET STUDY:	\$ 200,000	
REAL ESTATE TAXES:	\$ 5,000	
INSURANCE:	\$ 10,000	
OPERATING RESERVE:	\$ 69,000	
CONSULTANT PERFORMANCE FEE:	\$ 10,000	
INTEREST RESERVE (12 Mo. @ 5%):	\$ 216,010	
FINANCING /CLOSING FEES:	\$ 139,500	
	\$ 250,000	
	\$ 325,000	
TOTAL SOFT COSTS:	\$ 1,904,510	
CONSTRUCTION COSTS:		
DEMO/ABATEMENT ²	\$ 50,000	
SITE WORK:	\$ 750,000	
INTERIOR:	\$ 5,000,000	
TOTAL CONSTRUCTION:	\$ 5,800,000	
DEFERRED DEV FEE (HTC SOURCE/USE):	\$ 1,200,000	
PROJECT FEES & COSTS:	\$ 569,401	
CONTINGENCY:	\$ 300,000	
TOTAL COST:	\$ 10,523,911	

TOTAL PROJECT COSTS:		
		\$ 10,523,911
QLICI A1		\$ 5,052,780
QLICI A2		\$ 1,500,000
QLICI B		\$ 2,747,220
ADDITIONAL EQUITY		\$ 1,223,911
TOTAL SOURCES:		\$ 10,523,911

AFFILIATE LEVERAGE LOAN DETAIL		
QLICI A1 - HISTORIC TAX CREDIT EQUITY		\$ 1,646,721
QLICI A1 - AFFILIATED LEVERAGE LOAN (Sale)		\$ 1,475,000
QLICI A1 - AFFILIATED LEVERAGE LOAN (Equity)		\$
QLICI A2 - RACP GRANT		\$ 1,000,000
QLICI A2 - PA STATE HTC		\$ 500,000
TOTAL AFFILIATED LEV LOAN		\$ 4,621,721

Development Cash Flow

USE	
Acquisition:	750,000
Soft Costs:	1,904,510
Construction & Contingency:	6,100,000
Deferred Dev Fee:	1,200,000
Project Fees:	<u>569,401</u>
Total Uses	10,523,911

SOURCE	
Acquisition Loan:	-
Owner Equity - NMTC:	2,747,220
Owner Equity - HTC:	1,646,721
Owner Equity - PA HTC:	500,000
Owner Equity - Other/Bridge Loan:	154,970
Deferred Dev Fee:	1,200,000
SCC - Adams Ave Sale Proceeds:	1,475,000
SCC - Equity Contribution:	1,800,000
RACP Grant - Bridge Loan:	-
RACP Grant - State Proceeds:	<u>1,000,000</u>
Total Sources	10,523,911

Cashflow, IRR & NPV Analysis

[illegible]

INCOME SUMMARY:

Rental Income:	\$275,000	\$275,000	\$275,000	\$275,000	\$288,750	\$288,750	\$288,750
GROSS INCOME:	\$275,000	\$275,000	\$275,000	\$275,000	\$288,750	\$288,750	\$288,750

OPERATING COST & FEE SUMMARY:

OPEX: (REVIEW)	25.53%	(\$70,459)	(\$71,878)	(\$73,316)	(\$74,782)	(\$76,278)	(\$77,803)	(\$79,359)	(\$80,946)	(\$82,565)	(\$84,217)
Partnership Asset Mgmt.	1.50%	(\$4,125)	(\$4,125)	(\$4,125)	(\$4,125)	(\$4,125)	(\$4,331)	(\$4,331)	(\$4,331)	(\$4,331)	(\$4,331)
NMTC Investor Management Fee:		(\$5,000)	(\$5,000)	(\$5,000)	(\$5,000)	(\$5,000)	(\$5,000)	(\$5,000)	(\$5,000)	(\$5,000)	\$0
NMTC CDE Tax Prep & Audit:		(\$10,000)	(\$10,200)	(\$10,404)	(\$10,612)	(\$10,824)	(\$11,041)	(\$11,262)	(\$11,487)	\$0	\$0
HTC Investor Pref:	2.00%	(\$32,934)	(\$32,934)	(\$32,934)	(\$32,934)	(\$32,934)	(\$32,934)	(\$32,934)	\$0	\$0	\$0
HTC Investor Tax Payment:		(\$18,318)	(\$18,318)	(\$18,318)	(\$18,318)	(\$18,318)	(\$18,318)	(\$18,318)	\$0	\$0	\$0
HTC Property / Master Tenant		(\$10,000)	(\$10,200)	(\$10,404)	(\$10,612)	(\$10,824)	(\$11,041)	(\$11,262)	\$0	\$0	\$0
TOTAL OPEX & FEES:		(\$150,846)	(\$152,855)	(\$154,501)	(\$156,384)	(\$158,304)	(\$160,468)	(\$162,466)	(\$164,705)	(\$166,897)	(\$168,548)

CASHFLOW SUMMARY:

GROSS INCOME:	\$275,000	\$275,000	\$275,000	\$275,000	\$288,750	\$288,750	\$288,750	\$288,750	\$288,750
OPEX & FEES:	(\$150,846)	(\$152,655)	(\$154,501)	(\$156,384)	(\$160,468)	(\$162,466)	(\$164,548)	(\$166,627)	(\$168,704)
EFFECTIVE GROSS INCOME:	\$124,154	\$122,345	\$120,499	\$118,616	\$128,282	\$126,284	\$124,284	\$122,284	\$120,284
Maint & Struct. Reserve:	(\$4,966)	(\$4,894)	(\$4,820)	(\$4,745)	(\$5,131)	(\$5,051)	(\$4,971)	(\$4,891)	(\$4,811)
Interest/Capital Reserve Funding:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
NMTC A1 LOAN:	\$5,052,780	(\$50,528)	(\$50,528)	(\$50,528)	(\$50,528)	(\$50,528)	(\$50,528)	(\$50,528)	(\$50,528)
NMTC A2 LOAN:	\$1,500,000	(\$15,000)	(\$15,000)	(\$15,000)	(\$15,000)	(\$15,000)	(\$15,000)	(\$15,000)	(\$15,000)
NMTC B LOAN:	\$2,747,220	(\$46,500)	(\$46,500)	(\$46,500)	(\$46,500)	(\$46,500)	(\$46,500)	(\$46,500)	(\$46,500)
AFFILIATED LEVERAGE LOAN:	\$6,552,780	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PERMANENT / REFI DEBT:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
NET CASHFLOW:	\$7,160	\$5,423	\$3,651	\$1,844	\$11,123	\$9,205	\$7,286	\$5,367	\$3,448
NMTC PUT RESERVE:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
NET CASHFLOW AVAILABLE FOR DISTRIBUTION:	\$7,160	\$5,423	\$3,651	\$1,844	\$11,123	\$9,205	\$7,286	\$5,367	\$3,448

Distribution Schedule:	At Closing	Upon Flip
SOC Distribution:	100.00%	95.00%
USCDC Distribution:	0.00%	5.00%
	\$7,160 \$0	\$5,423 \$0
		\$3,651 \$0
		\$1,844 \$0
		\$1
		\$0
		\$11,123 \$0
		\$5,205 \$0
		\$170,531 \$8,975
		\$184,090 \$9,689
		\$182,584 \$9,610
DEBT SERVICE COVERAGE RATIO:	1.11	1.09
DEBT SERVICE COVERAGE RATIO: ADD BACK AFFILIATED LEVERAGE LOANS	2.67	2.63
	1.08	1.06
	1.04	1.15
	2.51	2.76
	2.59	2.72

TAB 9: PROJECTED CASH FLOW SCHEDULE

1. Projected Cash Flow Schedule attached.
2. Bridge Financing/Interim Financing. The projected cash flow schedule includes interest costs related to Bridge Financing required for the requested RACP Grant. Scranton-Cherry, LP, assumed a six (6) reimbursement/close out period from the project's completion.
3. Secured & Unsecured Financing. Scranton-Cherry, LP, has secured both long-term and interim funding for the project, subject to the approval of the requested \$3,500,000 RACP Grant. Scranton-Cherry, LP's, lender has issued a letter expressing interest in financing the project, which is included with Tab 10-B.
4. Long-Term Funding. Scranton-Cherry, LP, will work to ensure long-term permanent financing for the project with a maturity term of 20 or 25 years.

Project Name: Scranton Counseling Center
Date of Forecast: May 20, 2017

Project Name: Scranton Counseling Center
Date of Forecast: May 20, 2017

Source of Funds
RACP Grant

[illegible]

Monthly Cash Flow

(1.00)

0.50 0.50

1

9

1
2

1

power

Mon

1

9 Forecast

Page 1 of 1

Financing:
Cumulative Source of Funds
Cumulative Use of Funds

Unit	3,911
3,911	

	Mo	Th	Fr	Sa	Su	Total	Avg	Month
10,614	10,614	10,614	10,614	10,614	10,614	53,070	10,614	10,614
10,367,412	10,367,412	10,367,412	10,367,412	10,367,412	10,367,412	51,837,060	10,367,412	10,367,412
10,367,411	10,367,411	10,367,411	10,367,411	10,367,411	10,367,411	51,837,055	10,367,411	10,367,411

Month	8	Month
7,157,753	7,789,	
7,157,753	7,789,	

Month	5	6
5,901,427	5	
5,901,427	6	

Month	4
4,475,549	4,475,549
4,475,549	4,475,549

Month 1	Month 2
850,660	2,842
850,660	2,842

Source of Funds
Source of Funds

Final
CU
CU

Cumulative Cash Flow

1.00
1.00

Line of Credit - Outstanding Balance
Interest estimated at 5.00%

0.508	3.378
-------	-------

4,614	10,367,412
5,103	43,198

7,167,753	7,789,
29,824	32

5,901,427	6
24,589	

7,250	4,475,549
5,447	18,648

1,850,660	2,942
7,711	11

Total	335
-------	-----

Outstanding Balance at 5.00%

17

TAB 15: PERMITS, LICENSING, REGULATORY, & LEGAL REQUIREMENTS

GENERAL

- Local Building Permits – building permits will be applied for and issued in July 2017.
- Demolition Permit – demolition permit will be included with Building Permits above.
- Zoning Hearing Board - Not Required. The project use is compliant with existing zoning. (Letter from City of Scranton Director of Licensing is attached for reference.)
- Occupancy Permits – will be issued upon completion of the project in July 2018.
- Utilities – the project property is currently served by water, sewer, electric and gas.

HISTORICAL

- PA Historical and Museum Commission Part 1 and Part 2 review is complete. (Approval letters attached for reference.)

ENVIRONMENTAL

- Phase 1 Environmental Assessment Report – complete.
- Asbestos Abatement – asbestos report is complete and abatement will be completed as part of the project construction.
- Lead Paint Abatement – lead paint report is complete and abatement will be completed as part of the project construction.



[TAB #15]

DEPARTMENT OF LICENSING, INSPECTIONS AND PERMITS

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4193 • FAX: 570-348-4171

May 25, 2016

Pennsylvania Retirement Fund LLC
2030 W Tilghman Street
Suite # 203
Allentown, PA 18104

Via Hand Delivered

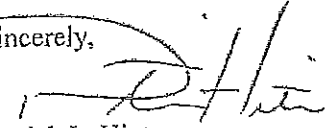
Re: 329 Cherry St, Scranton PA 18505
(Scranton Counseling Center)

To Whom It May Concern,

The above property (329 Cherry St) is located within a Light Industrial (I-L) Zone. The use of a counseling center such as the one listed above is considered a medical office/clinic, and is a permitted use in said zone.

Should you have any questions, please contact me at (570) 348-4193.

Sincerely,


Patrick L. Hinton
Director/BCO
Licensing, Inspections & Permits

PLH/to
Enclosure(s):

Cc: Thomas Oleski, Deputy Director
Cc: Jack Sweeney, Zoning Officer



Pennsylvania State Historic Preservation Office
PENNSYLVANIA HISTORICAL AND MUSEUM COMMISSION

December 1, 2016

Attn: Mr. Charles C. Jefferson
Scranton-Cherry, LP
2030 Tilghman Street, Suite 203
Allentown, PA 18104

Re: Part 1 Review – Scranton Button Company – Buildings S1, S2 and S3, Scranton, PA

Dear Mr. Jefferson:

Thank you for your submission. We completed our review of your Part 1 Application submitted for the above referenced project. Your application was forwarded to the National Park Service with a recommendation of Approval. A copy of our review sheet is attached for your review. Please remember that our review is a recommendation and the National Park Service determines whether the buildings are certified historic structures.

The National Park Service review should take at least 30 days. Upon the completion of their review, they will send you a letter regarding their decision. If you have any questions concerning the review sheet, please contact me at (717) 783-6012 or midoyle@pa.gov.

Sincerely,

Scott Doyle
Pennsylvania State Historic Preservation Office
Pennsylvania Historical and Museum Commission

Enclosure

Cc: Robert Powers, Powers & Company, Inc.
Bryan Van Sweden, PA SHPO

UNITED STATES DEPARTMENT OF THE INTERIOR
NATIONAL PARK SERVICE

Historic Preservation Certification Application
State Historic Preservation Office Review & Recommendation Sheet
Significance - Part 1

Project Number: _____

Number 1	Scranton Button Company - Buildings S1, S2 and S3 (Property) 300 Cherry Street, Scranton, Lackawanna County, PA Lackawanna Mills and Scranton Button Historic District (Historic District)
-------------	--

_____ Preliminary done

_____ NR District _____ Certified State or Local district

Date application received by State 11/16/2016
Date(s) additional information requested by State 11/28/2016
Date complete information received by State 11/30/2016
Date of transmittal to NPS 12/1/2016
Property visited by State staff? _____

SHPO REVIEW SUMMARY

- ☒ Fully reviewed by SHPO
☒ No outstanding concerns
☒ Owner informed of SHPO recommendation
_____ In-depth NPS review requested
_____ Recommendation different from applicant's request

Number
2 STATE RECOMMENDATION:

Scott Doyle

who meet the Secretary of the Interior's Professional Qualification Standards, have reviewed this application.

_____ The property is included within the boundaries of a registered historic district, contributes to the significance of the district, and is a "certified historic structure" for the purpose of rehabilitation.

_____ The property is included within the boundaries of a registered historic district, contributes to the significance of the district, and is a "certified historic structure" for a charitable contribution for conservation purposes in accordance with the Internal Revenue Code.

_____ The property does not contribute to the significance of the above-named district.

_____ Insufficient documentation has been provided to evaluate the structure.

_____ This application is being forwarded without recommendation.

Preliminary determinations:

_____ The property appears to meet National Register Criteria for Evaluation and will be nominated individually.

_____ The property does not appear to meet National Register Criteria for Evaluation and will not be nominated.

☒ The property appears to contribute to the significance of a:
_____ ☒ potential historic district that appears to meet the National Register Criteria for Evaluation and will likely be nominated.
_____ registered historic district but is outside the period(s) or areas of significance as documented in the National Register nomination or district documentation on file with the NPS and nomination will be amended.

_____ The property is located in a proposed historic district and:
_____ the property does not appear to contribute to the significance of the proposed historic district.
_____ The proposed historic district does not appear to meet the NR Criteria for Evaluation and will not be nominated.

12/1/2016
Date

Mark Doyle
State Official Signature

Deputy SHPO

Number 3	ISSUES: <input type="checkbox"/> Extensive loss or deterioration of historic fabric <input type="checkbox"/> Substantial alterations over time <input type="checkbox"/> Significance less than 50 years old <input type="checkbox"/> Obscured or covered elevation(s)	<input type="checkbox"/> Moved property <input type="checkbox"/> State recommendation inconsistent with NR documentation <input type="checkbox"/> Functionally related complex or multiple buildings within an individual nomination. <input type="checkbox"/> Other (explain)
--------------------	---	---

Number
5

Describe problematic issues or other concerns.

The Lackawanna Mills and Scranton Button Historic District in Scranton, Lackawanna County, PA was determined eligible for listing in the National Register by the PA SHPO on October 21, 2016 under Criteria A for industry as a significant example of manufacturing in the Lackawanna Valley. Buildings S1 (1898-1909), S2 (1913) and S3 (1917 and 1947) were built by Scranton Button Company to support world-wide button production and then as a record pressing plant for American Record Company. S1 consists of a 2-story, painted brick office section with segmental arched window opens (most infilled with plywood but a few 6/6 windows remain) and a long series of ten bays with saw tooth roofs and a variety of garage and window openings. The interior is open in-plan with heavy timber framing for posts, beams and trusses. Building S2 is a rectangular 3-story, 4x13 bay red brick building with 9/9 paired windows with bluestone sills, a central garage entrance and a one story entrance and office addition. The interior is open in plan with exposed steel post and beam construction. Building S3 consists of a 1917 2-story section and a 1947 3-story section – both of red brick with large window openings and variety of window types. The interior is of the 1947 section is open in plan with exposed steel post and beam construction. As documented in the submitted draft nomination, Buildings S1, S2 and S3 contribute to the industrial significance of the historic district and are owned by Scranton-Cherry LP.

NPS COMMENTS:



Pennsylvania State Historic Preservation Office
PENNSYLVANIA HISTORICAL AND MUSEUM COMMISSION

April 25, 2017

Attn: Mr. Charles Jefferson
Scranton-Cherry, LP
2030 Tilghman Street, Suite 203
Allentown, PA 18104

Re: Part 2 Review
Scranton Button Company – Buildings S-1, S-2 and S-3
Scranton, PA

Dear Mr. Jefferson:

Thank you for your submission. PHMC has completed our review of your Part 2 Application submitted for the above referenced project. Your project was forwarded to the National Park Service with a recommendation of Approval with conditions. A copy of our review sheet is attached for your review. Please remember that our review is a recommendation and the National Park Service determines whether the proposed rehabilitation meets the Secretary of the Interior's *Standards for Rehabilitation*.

The National Park Service review should take at least 30 days. NPS cannot review your Part 2 application until the review fee is paid. Upon receipt of the Part 2 application, NPS will send the fee invoice electronically to the Applicant email address. Payment is made through Pay.gov, the Department of the Treasury's electronic payment system. Upon the completion of their review, NPS will send you a letter regarding their decision. If you have any questions concerning the review sheet, please contact me at (717) 783-6012 or midoye@pa.gov.

Sincerely,

Scott Doyle
Pennsylvania State Historic Preservation Office
Pennsylvania Historical and Museum Commission

Enclosure

Cc: Robert Powers, Powers and Company, Inc.
Bryan Van Sweden, PA SHPO

UNITED STATES DEPARTMENT OF THE INTERIOR
NATIONAL PARK SERVICE

Historic Preservation Certification Application
State Historic Preservation Office Review & Recommendation Sheet
Rehabilitation—Part 2/Part 3

Project Number: 35308

Number 1	Scranton Button Company – Buildings S-1, S-2, and S-3 (Property) 300 Cherry Street (Property) Scranton, Lackawanna, PA
--------------------	--

☐ Preliminary done

☐ Non-standard billing

Certified Historic Structure? ☒ Yes ☐ pending

Type of Request: ☒ Part 2
☐ Part 3 (Part 2 previously reviewed)
☐ Part 3 (Part 2 not previously reviewed)
☐ Amendment

Date application received by State 3/31/2017

Date(s) additional information requested by State _____

Complete information received by State 3/31/2017

Date transmitted to NPS 5/3/2017

Property visit by State staff 1/31/2017 (before) (during) (after) rehab.

PROJECT SUMMARY REVIEW

☒ Fully reviewed by SHPO

☒ No outstanding concerns

☒ Owner informed of SHPO recommendation

☐ In-depth NPS review requested

Number
2

STATE RECOMMENDATION:

Scott Doyle
who meet the Secretary of the Interior's Professional Qualification Standards, have reviewed this application.

The project:
☐ meets the Standards.

☒ meets the Standards *only* if the attached conditions are met.

☐ does not meet Standard number(s) _____ for the reasons listed on reverse.

☐ warrants denial for lack of information.

☐ This application is being forwarded without recommendation.

For completed work previously reviewed, check as appropriate:
☐ completed rehabilitation conforms to work previously approved.

☐ completed rehabilitation differs substantively from work previously approved (describe divergences from Part 2 application on reverse).

5/3/17

Michael D. Smith

Date

State Official Signature

Deputy SHPO

This is a review sheet only and does not constitute an official certification rehabilitation.

Number
3

ISSUES:

___ Additions, including rooftop

___ Alteration of significant exterior features or surfaces

___ Alteration, removal, or covering of significant interior finishes or features

___ Adjacent new construction, extensive site work, or demolition of adjacent structures

___ Changes in significant interior spaces or plan features (including circulation patterns).

___ Window replacements on any major elevation that do not match historic configuration, material, and profiles

___ Damaging or inadequately specified masonry treatments

___ Other (explain)

Number
4

Basis for Recommendation. Focus on how the issues checked in NUMBER 3 are being addressed. Where denial is recommended, explain fully. Comment on noteworthy aspects of the project, including any technical or design innovations, or creative solutions.

STATE EVALUATION OF PROJECT & CONCERNS:

The proposed rehabilitation of Scranton Button Company buildings in Scranton, PA converts the vacant warehouse buildings into an office building for a medical and social service provider. PA SHPO staff visited the site on January 31, 2017. Please note that the saw tooth section of Building S-1 (approx. 80% of the overall building footprint) and the western half of Building S-3 are not being rehabilitated as part of this project and the 3rd floors of S-2 and S-3 appear to be empty for future expansion (see Condition). The remainder of the project is a typical rehabilitation of an industrial building converted to office use. Exterior work includes general masonry repairs to brick, bluestone and concrete; replacement of entrance doors with compatible aluminum framed glazed doors and double-leaf glazed wood doors to match historic units; replacement of windows including 6/6 wood windows on S-1 and S-2 with matching units and multi-light metal windows (both steel and aluminum) with aluminum replacements that are compatible replacement units; and replacement of EPDM roof systems and placement of mechanical units on roof with proper setback. On the interior, Building S-2 serves as main entrance to offices. The space is altered and new finishes to be installed. The 1st and 2nd floors are subdivided into office and meeting rooms in the middle of floor plate with a 6' wide corridor along the perimeter walls where exposed masonry and full height and structural features are retained. The offices are standard drywall construction with fully enclosed walls and ceilings due to privacy requirements. Large meeting rooms and public spaces retain full height open ceilings with exposed structural features. Vertical circulation retains most existing stairs and reuses the main elevator shaft. Secondary spaces for bathrooms and mechanical rooms are centered between S-1 and S-2 and at east end of S-3. Based on our review, the proposed work would meet the Secretary of the Interior's *Standards for Rehabilitation*.

INNOVATIVE SOLUTIONS/NOTEWORTHY ASPECTS:

___ new technical process ___ creative design solution ___ noteworthy project

☒ See attachments: ☒ plans ___ specifications ☒ photographs ___ other:
Items sent separately: ___ plans ___ specifications ___ photographs ___ other:
___ Other documentation on file in State:

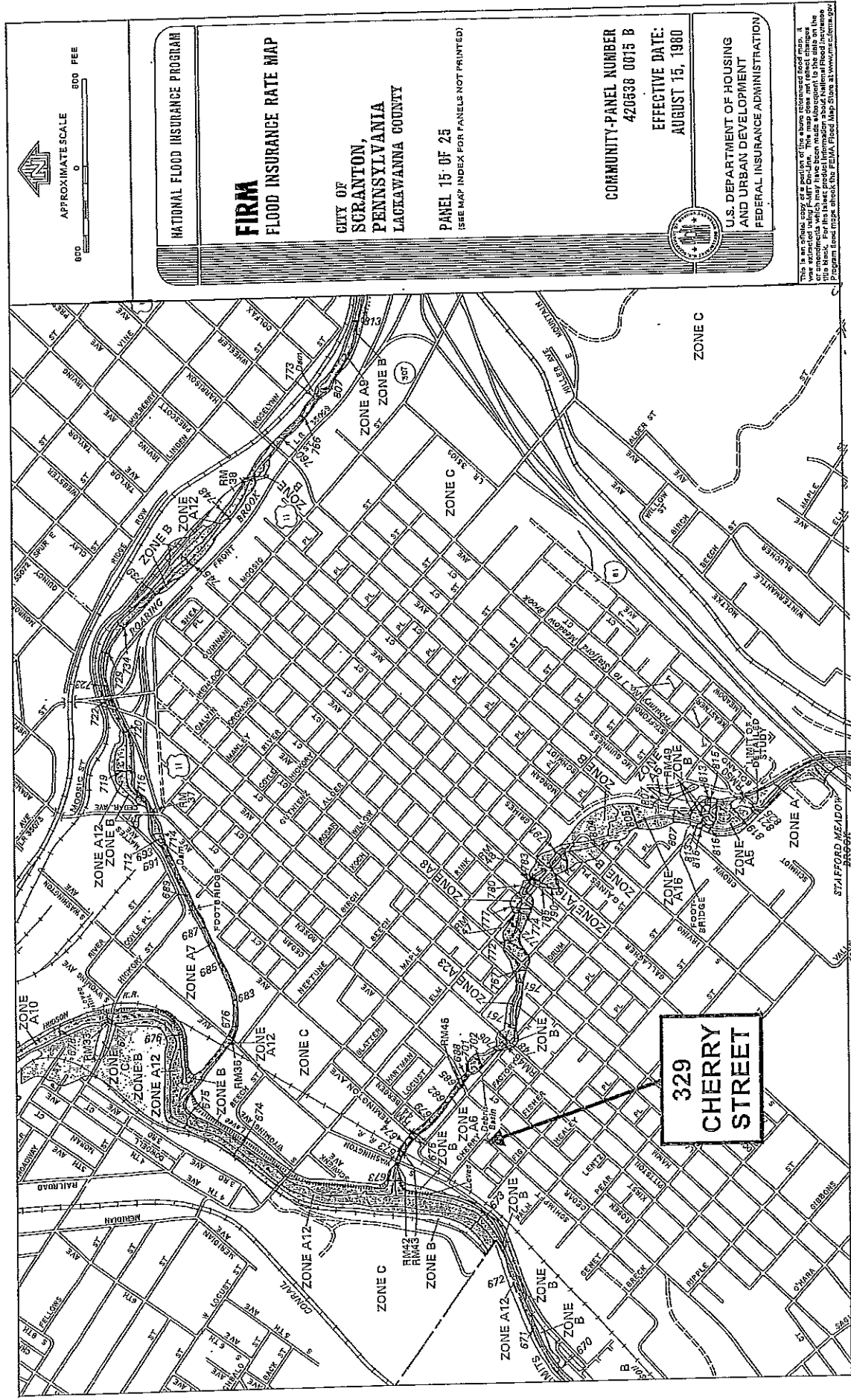
NPS COMMENTS:

Date

National Park Service Reviewer

TAB 16: FLOOD ZONE REQUIREMENTS

The project site is not located within the 100-year floodplain. See attached map.





DEPARTMENT OF LAW

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4105 • FAX: 570-348-4263

January 8, 2018

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO APPLY FOR AND EXECUTE A GRANT FOR THE REDEVELOPMENT ASSISTANCE CAPITAL PROGRAM (RACP) THROUGH THE COMMONWEALTH OF PENNSYLVANIA'S OFFICE OF THE BUDGET IN THE AMOUNT OF ONE MILLION \$1,000,000.00 DOLLARS; AND ACCEPTING AND DISBURSING THE GRANT AND COORDINATE THE USE OF THE GRANT FUNDS WITH "SCRANTON-CHERRY, LP, FOR THE PROJECT TO BE NAMED THE "SCRANTON COUNSELING CENTER".

Respectfully,

Jessica L. Eskra, Esquire
City Solicitor

JLE/sl

RECEIVED

JAN 11 2018

OFFICE OF CITY
COUNCIL/CITY CLERK

RESOLUTION NO. _____

2018

RATIFYING AND APPROVING THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON POLICE DEPARTMENT FOR A LAW ENFORCEMENT ACTIVITIES GRANT BY THE GOVERNOR'S BUDGET OFFICE FOR GRANT FUNDS TO CONVERT THE SERRENTI MEMORIAL ARMY RESERVE CENTER, 1801 PINE STREET INTO AN EMERGENCY SERVICES CENTER TO BE USED BY THE SCRANTON POLICE AND FIRE DEPARTMENTS AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO ACCEPT THE GRANT AND DISBURSE THE GRANT FUNDS IN THE AMOUNT OF \$175,000.00 TO CONVERT THE SERRENTI MEMORIAL RESERVE CENTER TO AN EMERGENCY SERVICES CENTER.

WHEREAS, the City of Scranton Police Department has submitted a Grant Application for a Law Enforcement Activities Grant by the Governor's Budget Office. A copy of the Grant Application is attached hereto as Exhibit "A" and incorporated herein as if set forth at length; and

WHEREAS, the Grant Application has been approved in the amount of \$175,000.00, and will be used for plumbing, electrical, and structural upgrades, as well as general construction in converting the Serrenti Memorial Army Reserve Center into an Emergency Services Center.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that the actions of the City of Scranton Police Department in submitting the Grant Application, substantially in the form attached hereto, are hereby ratified and further, the Mayor and other appropriate city officials are hereby authorized to accept the grant funds which will be implemented in accordance hereto.

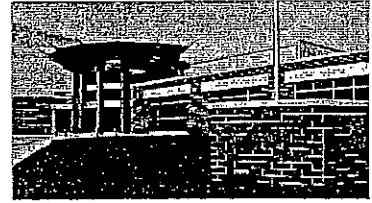
SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid, or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interests of the promotion of the purposes and intent of this Resolution and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of Legislature, April 13, 1972, Act No. 62, Known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.

**Police Department
Maggie Perry
Grant Manager**

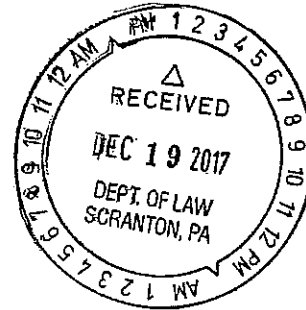
Scranton Police Headquarters
100 South Washington Avenue
Scranton, Pennsylvania 18503
Tel: (570) 558-8335
Fax: (570) 207-0412
mamclane@scrantonpa.gov



SCRANTON

December 19, 2017

Atty. Jessica Boyles
City of Scranton
340 North Washington Avenue
Scranton, Pa 18503



Re: Emergency Services Center

Atty. Boyles,

I am requesting that you send legislation to City Council for approval to accept and execute the Law Enforcement Activities Grant Application awarded by the Governor's Budget Office, the amount awarded is \$175,000.

The purpose of this grant is to convert the Serrenti Memorial Army Reserve Center, located at 1801 Pine Street into an Emergency Services Center to be used by the Scranton Police and Scranton Fire departments.

Attached is a copy of the grant application and award notification.

If you have any questions or concerns please feel free to contact me at 558-8335.

Thank you,

Maggie Perry
Maggie Perry
Grant Manager

Marguerite McLane

From: OB, Grants <RA-OBGRANTS@pa.gov>
Sent: Friday, December 08, 2017 2:13 PM
To: Marguerite McLane
Subject: Law Enforcement Grant Application 2016-028

Ms. Perry,

Your Law Enforcement Activities Grant Application for City of Scranton has been approved!

These are paid on a reimbursement basis, and therefore require submission of Proof of Payment to me via this email address (RA-OBGrants@pa.gov).

This includes an Invoice, and either a cancelled check or some other proof of payment (acct info can be redacted if there are security concerns) as supporting documentation, as well as a registered Vendor Number.

Entities without a vendor number should register via the non-procurement registration portal:

www.budget.pa.gov

Top right of screen select "services"

Then select "For Vendors" from the drop down

On next page select block for "Vendor Registration"

On next page choose link for "Non-Procurement Vendor Registration"

Follow Instructions on each page after to submit registration

Upon receipt of the documents, a General Invoice will be created and sent for payment (please note: this can take up to 45 days or more).

Please let me know if you have any questions or concerns.

Thank you,
Heather

Heather Gruber | Administrative Officer
Governor's Budget Office | Div. of Operations & Graphic Services
333 Market Street | 19th Floor | Harrisburg, PA 17101-2210
717.783.3118
hegruber@pa.gov

LAW ENFORCEMENT ACTIVITIES GRANT APPLICATION

I. Applicant Identification

Applicant					
Name (Organization)	City of Scranton				
Street Address	340 N. Washington Avenue				
City	Scranton	State	PA	ZIP Code	18503
Name of Contact Person/Project Manager	Maggie Perry	Title		Grant Manager	
Email Address	mamclane@scrantonpa.gov		Phone Number		570-558-8335
County	Lackawanna	Fax Number		570-207-0413	

II. Proposed Grant Description

Proposed Grant Title	Emergency Services Center
Location of Project Site	Scranton
Address of Project Site	1801 Pine Street

III. Project Narrative

Please provide the following information. Attach separate sheets if needed.

A. Program Description:

Please provide a detailed description of the proposed project including its goals.

B. Statement of Significance:

Explain the impact of the proposed project on law enforcement in the Commonwealth. State the number of people served by the project.

C. Methodology:

Explain how the contact person/project manager will accomplish the goals of the project. Please provide a time-line showing when the different parts of the project will be completed. This section should focus on activities to be supported with the grant funds requested in this application.

IV. Budget

Complete the attached Budget Form.

GRANT				
BUDGET FORM <i>(Amounts in whole dollars)</i>				
	FEDERAL FUNDING	STATE FUNDING	LOCAL FUNDING	TOTALS
SALARIES				
FRINGES				
CONTRACTED SERVICES (List Contractors)				
SUPPLIES				
CAPITAL				
OTHER (Please explain) General Construction		\$175,000	\$250,000	\$425,000
TOTALS		\$175,000	\$250,000	\$425,000

V. Evaluation

Describe the planned evaluation methodology, quantitative values or benchmarks to be used to assess the effectiveness of the program.

Law Enforcement Activities
Grant Application
City of Scranton

Project Narrative

Program Description

The City of Scranton is applying for \$175,000 in grant funding to convert the Serrenti Memorial Army Reserve Center, located at 1801 Pine Street, into an Emergency Services Center. This center will be a secondary location for government operations, as well as, a law enforcement command center in the event of a critical incident such as a natural disaster or terrorist attack. In addition the Emergency Service Center will furnish office and conference space to be used for government and law enforcement operations, community meetings, police training and storage space for police vehicles and equipment. This facility will provide a centralized location from which the Scranton Police Training Division, Special Investigation Division and Specialized Units will operate; currently these units operate from various locations throughout the City.

Community programs presented by the S.P.D will also be held at the Emergency Services Center; these programs include, the Citizen/Junior Police Academy, drug and alcohol programs, internet safety and gun safety. The Emergency Services Center will be an asset to the citizens of Scranton by expanding the police presence in the City and providing a place where the community and law enforcement can come together through programs that are intended to open lines of communication while producing informed citizens.

If awarded, this funding will be used for plumbing, electrical and structural upgrades and general construction.

Law Enforcement Activities
Grant Application
City of Scranton

Statement of Significance

The Scranton Police Department (S.P.D) will utilize this facility to house equipment and vehicles of the Specialized Units such as the Bomb Unit and the Special Operations Group (S.O.G), both of which respond to critical incidents throughout Lackawanna County. Providing a central location where not only the equipment can be stored securely but from which the personnel can operate would make responding to critical incidents more efficient.

The Emergency Services Center will also be the location of the Scranton Police Department Special Investigations Division (S.I.D). This plain clothes under cover unit handles vice and narcotics investigations. These officers work closely with various agencies such as the Pennsylvania State Police, Lackawanna County Drug Task Force, the Federal Bureau of Investigation and the Drug Enforcement Agency, all of which will be able to utilize the new facility.

The Scranton Police Training Division will be stationed in the Emergency Services Center. This division evaluates the needs and addresses the deficiencies of the Department and creates comprehensive programs to meet those needs in order to maintain professional levels in all aspects of police work. The Training Sergeants coordinate with outside agencies seeking specialists in the community to offer their expertise to department personnel, as well as, educates officers in the use of both lethal and less than lethal munitions. The Training Division is responsible for training of all officers employed by the City of Scranton. All trainings for the Scranton Police Department will take place at the Emergency Services Center and all local, state and federal law enforcement agencies will be welcome to utilize this facility for trainings and meetings. In addition, the Center will be linked into the Scranton Police Department Community

Law Enforcement Activities
Grant Application
City of Scranton

Surveillance Wireless Network through security cameras providing surveillance of the area and a police presence in the Hill Section

Methodology

The goals of this project are:

- To provide a centralized location for the Scranton Police Department specialized units
- To provide a secondary location for government operations
- To provide a conference space for police trainings and community meetings

The goals will be accomplished through by the development of the Emergency Services Center. The City of Scranton is in the process of acquiring the the Serrenti Memorial Army Reserve Center through the Defense Base Closure and Realignment (BRAC) Commission. Once the Scranton Police Department is awarded funding the project will be put up for bid according to Section 6-14 of the City of Scranton General Code. All such bids/specifications and invitations to bidders will be advertised twice on different days in a newspaper of general circulation within the City of Scranton.

Following the creation of contracts with the appropriate companies the construction phase of the project will begin. The estimated time for the design, engineering and renovations to this facility is approximately twelve months.

Law Enforcement Activities
Grant Application
City of Scranton

Evaluation

This effectiveness of this project will be determined by tracking the use of the Emergency Services Center. The quantitative values that will be tracked are the number of trainings and community meetings held at the Center, as well as, the response times of the specialized units.



DEPARTMENT OF LAW

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4105 • FAX: 570-348-4263


January 11, 2018

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION RATIFYING AND APPROVING THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON POLICE DEPARTMENT FOR A LAW ENFORCEMENT ACTIVITIES GRANT BY THE GOVERNOR'S BUDGET OFFICE FOR GRANT FUNDS TO CONVERT THE SERRENTI MEMORIAL ARMY RESERVE CENTER, 1801 PINE STREET INTO AN EMERGENCY SERVICES CENTER TO BE USED BY THE SCRANTON POLICE AND FIRE DEPARTMENTS AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO ACCEPT THE GRANT AND DISBURSE THE GRANT FUNDS IN THE AMOUNT OF \$175,000.00 TO CONVERT THE SERRENTI MEMORIAL RESERVE CENTER TO AN EMERGENCY SERVICES CENTER.

Respectfully,


Jessica L. Eskra, Esquire
City Solicitor

JLE/sl

RECEIVED

JAN 11 2018

OFFICE OF CITY
COUNCIL/CITY CLERK

RESOLUTION NO. _____

2018

RATIFYING AND APPROVING THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON POLICE DEPARTMENT TO THE NORTHEASTERN PENNSYLVANIA HEALTH CARE FOUNDATION FOR GRANT FUNDS FOR THE CONTRACT FOR RECOVERY-ALTERNATIVE TO ARRESTING ADDICTS PROGRAM (AAA) AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO ACCEPT THE GRANT AND DISBURSE THE GRANT FUNDS IN THE AMOUNT OF \$40,000.00 FOR THE CONTRACT FOR RECOVERY - ALTERNATIVE TO ARRESTING ADDICTS PROGRAM.

WHEREAS, the City of Scranton Police Department has submitted a Grant Application to the Northeastern Pennsylvania Health Care Foundation for grant funds for the Contract for Recovery-Alternative to Arresting Addicts Program (AAA) – an effective prevention and response approach to prescription and/or illegal drug addiction through an innovative police-led, multi-agency collaborative solution. A copy of the Grant Application is attached hereto as Exhibit “A” and incorporated herein as if set forth at length; and

WHEREAS, the Grant Application has been approved in the amount of \$40,000.00, which will be deposited into a Special City Account to be established for the receipt of the grant funds and enable the Police Department to accurately track any and all expenditures associated with the program.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that the actions of the City of Scranton Police Department in submitting the Grant Application, substantially in the form attached hereto, are hereby ratified and further, the Mayor and other appropriate city officials are hereby authorized to accept the grant funds which will be implemented

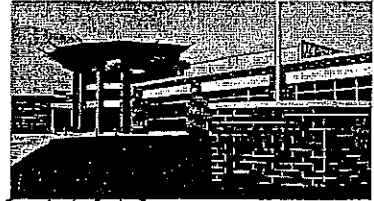
SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid, or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interests of the promotion of the purposes and intent of this Resolution and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of Legislature, April 13, 1972, Act No. 62, Known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.

Scranton Police Headquarters
100 South Washington Avenue
Scranton, Pennsylvania 18503
Tel: (570) 558-8335
Fax: (570) 207-0412
mamclane@scrantonpa.gov

Police Department
Maggie Perry
Grant Manager



SCRANTON

December 19, 2017

Atty. Jessica Boyles
City of Scranton
340 North Washington Avenue
Scranton, Pa 18503

Re: Contract for Recovery –Alternative to Arresting Addicts Program

Atty. Boyles,

I am requesting that you send legislation to City Council for approval to accept and execute the NEPA Health Care Foundation grant in the amount of \$40,000 for the Contract for Recovery-Alternative to Arresting Addicts program.

The purpose of this grant to implement an effective prevention and response approach to prescription and illegal drug overdose and deaths through an innovative police-led, multi-agency collaborative solution.

Attached is a copy of the grant application and grant agreement.

If you have any questions or concerns please feel free to contact me at 558-8335.

Thank you,

Maggie Perry
Maggie Perry
Grant Manager

December 11, 2017

Maggie Perry
Grant Manager
City of Scranton
100 S Washington Avenue
Scranton, PA 18503

Dear Ms. Perry

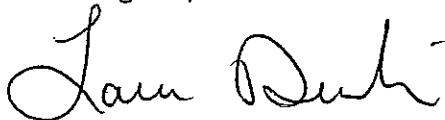
Enclosed is a grant check in the amount of \$40,000 payable to the City of Scranton. This grant is to assist with the *Alternative to Arresting Addicts Project* as outlined in your grant proposal.

A **post-funding grant report** is also enclosed. This form reports on all grant activities and expenditures, and is to be completed and submitted to the Northeastern Pennsylvania Health Care Foundation by **December 31, 2018**. This date is approximately one year from the receipt of the grant, which should provide sufficient time to make some important assessments regarding outcomes. Please return the completed forms via email to: cathyf@safdn.org. Future funding from the Northeastern Pennsylvania Health Care Foundation is dependent upon receipt of these reports.

Please note that organizations are ineligible to apply for funding from the Northeastern Pennsylvania Health Care Foundation for two consecutive years. The Board of the Northeastern Pennsylvania Health Care Foundation welcomes you to apply again for the 2019 grant cycle.

We send good wishes for continued success with this program.

Best regards,



Laura Ducceschi
President/CEO Scranton Area Foundation
Administrator Northeastern Pennsylvania Health Care Foundation

NORTHEASTERN PA HEALTH CARE FOUNDATION

615 JEFFERSON AVE. STE 1002
SCRANTON, PA 18510

1446

ESSA

Bank & Trust

60-7224-2313

12/11/2017

City of Scranton

PAY TO THE
ORDER OF

Forty Thousand and 00/100

40,000.00

\$

DOLLARS

MEMO POLICE DEPT

0001446 12313722481 0317000001

November 22, 2017

Maggie Perry
Grant Manager
City of Scranton
100 S Washington Avenue
Scranton, PA 18503

Dear Ms. Perry:

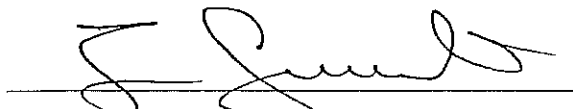
On behalf of the Board of Directors of the Northeastern Pennsylvania Health Care Foundation, I am pleased to inform you that your grant proposal entitled *Alternative to Arresting Addicts* has been reviewed and approved for funding in the amount of \$40,000.

In order to confirm your acceptance of the grant, please sign the enclosed grant agreements. Return one copy to the Foundation and **keep one** of the originals for your records. Upon receipt of the signed grant award agreement a check for \$40,000 will be issued.

The Northeastern Pennsylvania Health Care Foundation will be hosting a grant awards ceremony in March 2018. This event will provide all grant recipients the opportunity to share information about their respective grant-funded projects and the impact of Foundation support on the population served. When the event date has been confirmed, a formal invitation will be sent to each recipient organization.

Congratulations on your grant award, and we look forward to seeing you at the Northeastern Pennsylvania Health Care Foundation Grant Awards Ceremony.

Sincerely,



James Clemente
Chairman
Board of Directors

enclosures

GRANT AGREEMENT

615 JEFFERSON AVENUE SUITE 102

SCRANTON, PA 18510

PHONE: 570.347.6203 • WWW.NEPAHEALTHCAREFOUNDATION.ORG

The Northeastern Pennsylvania Health Care Foundation hereby grants the sum of \$ 40,000 to the City of Scranton (Agency/Organization)

Grant recipient hereby accepts upon the following terms and conditions:

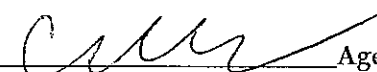
1. Recipient shall use the Grant solely for the purpose of the:
Alternative to Arresting Addicts
2. Recipient agrees that should all or any part of the Grant funds not be used for the stated purpose, the grant shall thereby be automatically rescinded and Recipient shall, upon written notice from the Northeastern Pennsylvania Health Care Foundation, promptly return to the Northeastern Pennsylvania Health Care Foundation all funds received under the Grant.
3. This grant is anticipated to lead to the accomplishment stated in the application within the grant period. Recipient agrees to notify the Northeastern Pennsylvania Health Care Foundation if it becomes clear that any of these results may not be attainable or if mid-course corrections are needed.
4. Program Reports: The Grantee shall submit the Northeastern Pennsylvania Health Care Foundation grant report relevant to the grant at the end of the grant year. The Grantee shall cooperate with the Foundation's request for additional information and evaluation, if the Foundation determines that they are needed.
5. Recognition of Grant: The Grantee is required to submit a press release and photo to local media referring to the Northeastern Pennsylvania Health Care Foundation's support of the funded activities. A draft of this press release must be send to Northeastern Pennsylvania Health Care Foundation for advance review and approval prior to sending it to the media.
6. Acknowledgement: Acknowledgement of the Foundation's funding support should also be included in all published materials and announcements relating to the funded activities. The Northeastern Pennsylvania Health Care Foundation logo should be incorporated in promotional materials, education materials and posters. The logo will be supplied upon request.
7. Implication of Further Grants: There shall not be any implication or inference from this grant that any further grants will be made by the Foundation to the Grantee for the purpose of this grant. Such future decisions shall be within the sole and absolute discretion of the Foundation. Eligibility for consideration for future grants depends on the submission of acceptable program reports.
8. Recipient for itself, its successors and assigns, hereby agrees to be legally bound hereby.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be duly executed and sealed this

_____ day of _____, 20__.



Northeastern Pennsylvania Health Care Foundation

 Agency/Organization

Northeastern PA Health Care Foundation 2017 Grant Application

Date July 31, 2017 Requested Grant Amount \$81,200
 Organization Scranton Police Department Email mamclane@scrantonpa.gov
 Name of Program/Project for which grant is sought Alternative to Arresting Addicts- Contract for Recovery
 Federal EIN# (required by IRS for check disbursement) 24-6000704
 Address 100 S. Washington Avenue
 City Scranton State PA Zip 18503
 Contact Person/Title Maggie Perry- Grant Manager Phone 570-558-8335

Please respond to the following points in the order listed, using a maximum of four pages.
 In addition to your narrative, please include the attachments listed.

1. Please give a brief description of your organization, including its mission, programs and services, target population(s), target geographical area(s), impact summary, priority actions and any recent achievements.
2. Please provide a description of your specific program or project for which this grant is requested and include information which will illustrate how the program/project will benefit your organization, those whom the program is intended to serve, and the community. In addition to your program description, discuss what distinguishes your program from other services which address these issues, as well as any innovations you will incorporate.
3. Please provide a statement of need describing the area of interest that your program addresses - such as children's issues, human services, the arts, etc. - and the problem or opportunity to be addressed.
4. What geographical area of the community does your program impact?
5. Please describe any cooperative efforts and any other sources of funding you anticipate in implementing this program/project.
6. What is your plan for funding this program/project in the future?
7. What is your timeline for implementation, the specific results that will occur, the measureable outcomes you expect to achieve through this project/program, and how you will measure those results in both qualitative and quantitative ways?

Required Attachments:

1. Audited financial statement from the most recent fiscal year
2. Proposed program/project budget reflecting income sources (expected and secured) and expenses, including the amount requested from NPHCF and the total program/project budget
3. Total agency/organization budget for current year
4. Number of full time/part time staff and qualifications of key personnel, including staff assigned to the program/project for which this grant is sought
5. Copy of IRS verification of tax exempt status 501(c)(3) letter
6. Current PA Bureau of Charitable Organizations Certificate
7. Board authorization for grant request (Minutes, resolution, OR signature of the Board chairman)
8. List of board members

Please submit your application with attachments via email to cathyf@safdn.org

For assistance, please contact the office at 570-347-6203, ext. 301.

The deadline for submission of the 2017 NPHCF grant application is August 1, 2017.

The Northeastern PA Health Care Foundation is administered by the Scranton Area Foundation.

Recognition of Grant: Grantees wishing to submit a press release and photo(s) to local print and media outlets must send a draft of this press release to the Northeastern PA Health Care Foundation for advance review and approval.

Acknowledgement: Acknowledgement of the Foundation's funding support should also be included in all published materials and announcements relating to the funded activities. The Northeastern PA Health Care Foundation logo should be incorporated in promotional materials, educational materials and posters. The logo will be supplied upon request.

**Northeastern PA Health Care Foundation
2017 Grant Application**

Scranton Police Department

Narrative

1. Please provide a brief description of your organization, including mission, programs and services, target population, target geographical area, impact summary, priority actions and recent achievements.

The Scranton Police Department (SPD) is a law enforcement agency that serves the 76,000 residents of the City of Scranton, a 25.2 square mile municipality with a residential, industrial and commercial composition. The mission of SPD is to protect and serve life and property; to understand and serve the needs of the Scranton neighborhoods; and to improve the quality of life by maintaining order, recognizing and resolving community problems, and apprehending criminals.

The Scranton Police Department is dedicated to the community policing philosophy which promotes organizational strategies that support the systematic use of partnerships and problem-solving techniques to proactively address the immediate conditions that give rise to public safety issues such as crime, social disorder, and fear of crime. The commitment to community policing is evident through the Community Development Officer Program (Comm-D); this program consists of four Scranton Police officers who work in a separate capacity from the rest of the department. The Comm-D officers are restricted to patrol the low to moderate neighborhood of the city with the goals of building trust and communication with low to moderate income residents. These officers work closely with the crime watch groups, neighborhood associations and business associations in an effort to form lasting partnerships between law enforcement and the community. The clients that benefit from this cutting-edge

service are 51% low to moderate income and approximately 26% of the City of Scranton's total population. SPD is the only law enforcement agency in Northeastern Pennsylvania that deploys officers in this capacity.

2. Please provide a description of your specific program or project for which this grant is requested and include information which will illustrate how the program/project will benefit your organization, those whom the program is intended to serve and the community. In addition to your program description, discuss what distinguished your program from other services which address these issues, as well as any innovation you will incorporate.

The Scranton Police Department is applying for funding for the Alternative to Arresting Addicts- Contract for Recovery Program (AAA) - an effective prevention and response approach to prescription and/or illegal drug overdose and deaths through an innovative police-led, multi-agency collaborative solution.

AAA is a multi-tier approach to target those suffering from opioid addiction. First the Scranton Police Department will work closely with community stakeholders such as the Lackawanna County District Attorney and the Fraternal Order of Police, as well as, Dunmore Comprehensive Treatment Center and Drug and Alcohol Treatment Service (treatment providers) to develop a comprehensive pre-arrest diversion policy. Next SPD patrol officers will undergo training to enhance their understanding of the nature and effects of drug abuse, with the goal of making the officers more responsive to a pre-arrest diversion program. Finally, the officers will be deployed with the knowledge to identify those suffering from opioid addiction and the resources to immediately refer those individuals into treatment instead of making an arrest for low-level offenses. This program aims to close the treatment gap by linking treatment to those that need it most while avoiding the stigma of arrest that will follow the recovering addict post treatment.

AAA provides police a non-arrest method of dealing with drug users and related crime. When an officer encounters someone engaged in a criminal act and the officer suspects the individual is suffering from opioid addiction, the officer will have the option to refer the person to the treatment provider –Drug and Alcohol Treatment Service (DATS) or Dunmore Comprehensive Treatment Center (DCTC)-instead of making an immediate arrest for low level offenses. If the individual is willing to seek treatment he/she will first be asked to sign a “Contract for Recovery” and then will be immediately referred to one of the treatment providers for an assessment. The contract will spell out the responsibilities of the individual to commit to recommended treatment and to authorize SPD to be updated on the recovery process; the contract will also state the ability of the officer to file charges for the original crime should the individual not complete the recommended treatment plan. Both DATS and DCTC have committed its services and ability to take referrals from SPD officers within 24 hours of initial contact.

The majority of grant funding requested from the Northeastern PA Health Care Foundation will be used to pay for the recommended opioid addiction treatment for the uninsured or under-insured who participate in this program. The other portion of funding will be used to provide opioid addiction training to SPD patrol officers.

As stated previously, the mission of SPD includes understanding and serving the needs of the Scranton neighborhoods and improving the quality of life by maintaining order, recognizing and resolving community problems, and apprehending criminals. Scranton Police Department UCR data indicates that arrests for illicit drugs sales and possession have steadily increased in recent years as have overdose deaths. The opioid crisis is a major community problem in the City of Scranton and it is the responsibility of the Scranton Police Department to address this

problem. SPD would benefit from the AAA program by being able to fulfill its mission statement which will help build community trust.

The Alternative to Arresting Addicts- Contract for Recovery Program will initially serve those suffering with opioid addiction by linking them with treatment and will eventually serve the entire area. Drug abuse and criminal activity all too often go hand in hand. Treating the drug abuse will bring down crime rates making Scranton safer while also enhancing trust between SPD and the community. In addition this program is more cost effective for the tax payer. Studies show that treatment is less expensive than incarceration. The average cost of drug rehabilitation treatment is approximately \$6,000 per patient, whereas one full year of incarceration costs approximately \$24,000 per person. Every dollar invested in addiction treatment programs yields a return of between \$4 and \$7 in reduced drug related crime and criminal justice costs.¹

AAA is both unique and innovative; there is no other program like it in Pennsylvania. The Lackawanna County Drug Treatment Court does provide diversion and alternatives to incarceration for drug offenses however; this is after an arrest and criminal record have been established. As previously noted, any contact with the criminal justice system severely limits a person's employment opportunities which can negatively affect the continued recovery. The proposed program closes these services gaps by linking the individual with treatment and avoiding a criminal record completely.

¹ Principles of Drug Addiction Treatment: A Research-based Guide, National Institute on Drug Abuse, <https://www.drugabuse.gov/publications/principles-drug-addiction-treatment-research-based-guide-third-edition>

3. Please provide a statement of need describing the area of interest that your program addresses-such as children's issues, human services, the arts, etc. – and the problem or opportunity to be addressed.

The area of interest that this program addresses is opioid addiction. There is an epidemic happening in this country; one in ten Americans reported using illicit drugs in the last 30 days.² From 2000-2014 hospitalizations for pain medication overdoses increased 225% and hospitalization for heroin overdoses jumped 162% in Pennsylvania.³

In Scranton, the possession and sale of illicit drugs takes up a significant portion of law enforcement's time. Scranton Police Department UCR data indicates that arrests for illicit drug sales and possessions have steadily increased over the last three years. In addition, SPD numbers indicate that officers responded to 464 drug related incidents including 81 overdose calls in 2015 and 473 drug related incidents and 84 overdose calls in 2016. The Institute for Public Policy & Economic Development found in Lackawanna County opioids caused 58% of overdose deaths and there has been a 225% increase of overdose deaths in recent years.⁴

The opioid epidemic is impacting the City of Scranton in catastrophic ways and this is compounded by the fact that there is a treatment gap for those who need it most. Sadly only one in ten Americans get the addiction treatment they need; the number one reason that those who suffer from addiction cite for failing to get treatment is cost; millions of Americans are either uninsured or under-insured and drug treatment would be an out-of-pocket expense that is simply not affordable.

² Center for Behavioral Health Statistics and Quality (2016). *Key substance use and mental health indicators in the United States: Results from the 2015 National Survey on Drug Use and Health (HHS Publication No SMA 16-4684, NSDUH series H-51)*. Retrieved from <http://www.samhsa.gov/data>

³ Cameron, Peter. Opioid Epidemic Skyrockets in Northeast Pa., *The Morning Call*. February 5, 2016.

⁴ Institute for Public Policy & Economic Development,
<http://www.institutepa.org/PDF/Indicators/2016/nepaopioid.pdf>

The proposed program aims to return people to a productive function in the family, workplace and community. When treatment is not available the addicted person all too often becomes involved in criminal behavior to support their addiction. Approximately 60% of individuals arrested for most types of crimes test positive for illicit drugs at arrest; drug addiction also greatly increases the risk of recidivism. Once a criminal record is established, becoming a productive part of the community is often very difficult because contact with the criminal justice system creates a stigma that most employers respond to in a negative way. AAA will solve this problem by linking an individual with treatment as opposed to establishing a criminal record- this will not only save the individual from the risk of death from overdose but also help break the cycle of criminal activity and drug addiction.

4. What geographical area of the community does your program impact?

This program will impact the entire area of Lackawanna County

5. Please describe any cooperative efforts and any other sources of funding you anticipate in implementing this program/project:

The Scranton Police Department will be partnering with the Drug and Alcohol Treatment Services Inc. (DATS) and Dunmore Comprehensive Treatment Center (DCTC) for this program. DATS is a private, non-profit agency that provides comprehensive outpatient treatment services to victims of substance abuse disorders. DATS recognize chemical dependency as a chronic, progressive disease that can be terminal without the proper treatment. The staff at DATS utilizes a variety of traditional and state of the art approaches in helping individuals overcome their substance abuse problem.

Dunmore Comprehensive Treatment Center is a premier provider of medication assisted treatment for those who are struggling with addictions to opioids. Providing programming for women and men aged 18 and older, Dunmore Comprehensive Treatment Center supplies complete care that involves a mixture of therapeutic interventions and the implementation of effective and safe medication.

6. What is your plan for funding this program/project in the future?

Once the program has been implemented an evaluation will demonstrate the success of the program. This evidence will be used to qualify for funding through the Department of Justice SMART Policing Initiative and other evidence based federal funding.

7. What is your timeline for implementation, the specific results that will occur, the measureable outcomes you expect to achieve through this project/program, and how you will measure those results in both qualitative and quantitative ways?

TIMELINE

Tasks	Who is Responsible	When
Policy Development	Police Chief Carl Graziano District Attorney, Kevin McLaughlin-Chief Executive Officer DATS, Doug Albertson- Center Director (DCTC), Fraternal Order of Police	January, 2018
Press Release on implementation of the program	Police Chief Carl Graziano	February, 2018
Officer Training	DATS and DCTC Representatives	March, 2018
Program Implementation	SPD and DATS	May, 2018
Data Collection	Maggie Perry- Grant Manager	May, 2018- on going

Program Evaluation	Maggie Perry- Grant Manager	May, 2019
Press Release on success of the program	Chief of Police Carl Graziano	June, 2019

Logic Model, see attached.

Program Evaluation:

Outcome 1: *SPD officers will have a better understanding of opioid addiction and the impact of treatment*

- Qualitative Measurement: The officers will be surveyed to determine their understanding of opioid addiction before and after the training to determine the impact of the training.
- Quantitative Measurement: We will compare the number of arrests for low level drug offenses throughout the program to previous years to determine the receptiveness of the program by the officers.
- How/when will data be collected: The data for the qualitative measurement will be collected by the Training Instructors immediately before the training program begins and after it is complete; the quantitative measurement will be collected by Maggie Perry-Grant Manager- throughout the duration of the program.

Outcome 2: *Individuals participating in the program will have a chance to recover from addiction while avoiding the stigma of arrest*

- Qualitative Measurement: All individuals participating in this program will be asked to complete a post treatment survey 6 months after treatment to determine if the individuals re-offended or relapsed.
- Quantitative Measurement: the recidivism rate of individuals who completed treatment will be compared to those who did not complete the program but have been arrested for drug offenses.
- How/when will data be collected: The qualitative measurement will be collected throughout the program as individuals complete treatment. The quantitative measurement will be collected after one year of program implementation. All data will be collected by Maggie Perry- Grant Manager.

Outcome 3: *This program will foster trust between law enforcement and the community they serve*

- Qualitative Measurement: The public's reception of this program will be monitored through the Scranton Police Department's social media accounts. There will be surveys posted where people can express their acceptance of the program and the impact they think it is having on the area. They will also be asked if SPD is fulfilling its mission statement.
- Quantitative Measurement: The individuals who participated in and completed the AAA program will be surveyed to determine if their feelings toward law enforcement have been impacted by this program.
- How/when will data be collected: Both the qualitative and quantitative measurements will be collected throughout the program. All data will be collected by Maggie Perry-Grant Manager.

**Northeastern PA Health Care Foundation
2017 Grant Application**

Scranton Police Department

Attachment (4) - Qualifications of Key Personnel:

Scranton Police Department Chief Carl Graziano will act as project manager and oversee all aspects of the project. Chief Graziano has been a sworn police officer for over 25 years; since 2012, he has been the Chief of the Scranton Police Department. He is a graduate of the FBI National Academy and received his master's degree in criminal justice from Arizona State University.

Maggie Perry, City of Scranton Grant Manager. Maggie has been the Grant Manager for Scranton since 2010; during this time, she brought in over \$2 million of grant funding to the city. She researches grant opportunities, prepares proposals and manages awards in the post award phase. For this program Maggie will assist Chief Graziano in project management and act as program evaluator.

The Drug and Alcohol Treatment Service (DATS) is one of the larger outpatient treatment providers in the state and the only local facility to provide a complete continuum of care formulated under the state Department of Drug and Alcohol Programs licensing standards. DATS has over 40 years of experience, working closely with the Scranton Police Department and has been the treatment provider for all the County Helping Courts since their inception.

The Dunmore Comprehensive Treatment Center (CTC) is a top provider of medically-supervised medication assisted treatment for women and men aged 18 and older. Dunmore CTC was identified in the first round under Pennsylvania Governor Wolf's Opioid Use Disorder-Center of Excellence. Centers of Excellence help ensure that people with opioid-related

**Northeastern PA Health Care Foundation
2017 Grant Application**

Scranton Police Department

substance use disorder stay in treatment to receive follow-up care and are supported within their communities. The centers coordinate care for people with Medicaid, and treatment is team-based and “whole person” focused, with the explicit goal of integrating behavioral health and primary care.

**Northeastern PA Health Care Foundation
2017 Grant Application**

Scranton Police Department

AAA PROGRAM BUDGET				
Category	Grant Request	Match	Total	
Training: 40 hours @ \$150 per hour including 2 trainers	\$ 6,000	0	\$6,000	
Clinical Assessment/Evaluation of individuals seeking treatment- 35 @ \$150 each	\$ 5,200	0	\$5,200	
Drug Treatment- 35@ \$2,000	\$ 70,000	0	\$ 70,000	
Total All Direct Expenses	\$ 81,200	0	\$ 81,200	
Indirect Expense-	0	0		
TOTAL ALL EXPENSES			\$ 81,200	

Budget Summary:

The Scranton Police Department will be providing facilities, equipment and 94 police officers to carry out the AAA program at no cost to the program budget. The Treatment Providers-Dunmore Comprehensive Treatment Center and the Drug and Alcohol Treatment Services- will work together to provide 40 hours of training at \$150 an hour in order to properly train all 94 police officers on opioid addiction and treatment- total cost of training is \$6,000.

In addition, the Treatment Providers will assess and provide a treatment plan for all individuals participating in the AAA program. It is the goal of this program to link 35 individuals suffering with opioid addiction to treatment. First, one of the Treatment

Northeastern PA Health Care Foundation
2017 Grant Application

Scranton Police Department

Providers will assess the individuals within 24 hours of contact with police. This assessment will determine if treatment is indeed needed and the level of care in the treatment plan; the cost of the assessment is \$125 per person.

The cost for this treatment is approximately \$2,000 for a 4-week treatment plan; therefore, the total cost of treatment for 35 individuals will be \$70,000. This cost is based on the following:

- Dunmore Comprehensive Treatment Center average 4-week Treatment Plan:

- o Bi-Monthly Individual Meeting- \$85 per meeting= \$170
- o Group Meetings (4 per week)- \$180 per meeting x 4 (weeks) = \$720
- o Monthly med follow-up- \$110
- o Monthly Random DSA- \$25
- o Naltrexone (Vivitrol shot) \$ 1,000 per month

Total: \$2,025 per person

- Drug and Alcohol Treatment Center average 4-week Treatment Plan

- o Partial Hospitalization- meets 4x per week for 4 weeks –
 - 16 meetings at \$106 per meeting

Total: \$1,696 per person.



DEPARTMENT OF LAW

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4105 • FAX: 570-348-4263

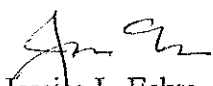
January 11, 2018

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION RATIFYING AND APPROVING THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON POLICE DEPARTMENT TO THE NORTHEASTERN PENNSYLVANIA HEALTH CARE FOUNDATION FOR GRANT FUNDS FOR THE CONTRACT FOR RECOVERY-ALTERNATIVE TO ARRESTING ADDICTS PROGRAM (AAA) AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO ACCEPT THE GRANT AND DISBURSE THE GRANT FUNDS IN THE AMOUNT OF \$40,000.00 FOR THE CONTRACT FOR RECOVERY - ALTERNATIVE TO ARRESTING ADDICTS PROGRAM.

Respectfully,


Jessica L. Eskra, Esquire
City Solicitor

JLE/sl

RECEIVED

JAN 11 2018

OFFICE OF CITY
COUNCIL/CITY CLERK