



BOYS & GIRLS CLUB

MEMO

Date: February 5, 2014
To: Executive Committee
From: Christopher Emond
Subject: Suncook Capital Project Proposal

I am seeking the Board's approval to proceed with an application to the Community Development Finance Authority for \$500,000 in Community Development Block Grant Funding and \$500,000 in CDFA Tax Credits. The purpose will be to build a new 8500 square foot facility in Allenstown, NH to serve 150 members per day from the Suncook Community.

HISTORY

We have partnered with the town of Allenstown for 12 years and have delivered after school and summer day camp services to primarily Allenstown and Pembroke residents. The operating budget is now structured so that it generates a slight surplus each year.

The Town of Allenstown has granted us full use of their Recreation Park at Whitten Street. The two buildings on the property are both portable classrooms, one was existing and is owned by the town the other was purchased by the Boys & Girls Club to accommodate teens. Both facilities are maintained by the Town and the Town covers all utilities and water.

The Boys & Girls Clubs of Greater Concord's Board has made the update or replacement of the current facilities in Allenstown a primary objective of the organization. I have worked with Shaun Mulholland to define need and to outline the parameters of a potential building expansion. The following has already taken place:

- The Whitten Street Recreation Park has been surveyed
- We solicited the assistance of Joe Spain and he has supplied us with a draft floor plan and an opinion of cost. This needs to be updated.
- Given the history of the land, we received an opinion from Environmental Strategies & Management, Inc. We have also had test pits dug as there were rumors that the site used to be a former town dump. No such evidence was found.
- We have met with Donna Lane, Grant writer for CDBG to gain her perspective on the viability of the project and to get a better understanding of a realistic timeline.

- Justin Smith and I have met with Glenn Copleman and Amy Currie at the Community Develop Finance Authority to discuss CDFA tax credits.
- Shaun Mulholland, Beth Houlis and I conducted an analysis of other potential sites and the current site was deemed the only option either due to cost considerations, political considerations or increased operating costs primarily transportation costs.
- Initial projected costs including fund-raising expenses \$1 million

PARAMETERS THE PROJECT MUST MEET

- The Boys & Girls Clubs of Greater Concord cannot incur additional debt service therefore the project must be fully funded by CDBG, CDFA and private contributions. All Commitments must be made before construction will begin.
- The Town of Allentown must commit to the following:
 - Signing a long term agreement that will commit the town to covering the utility and maintenance costs of the new facility and the property for 99 years.
 - Commit to in-kind contributions such as building the necessary access road and contributing the site work that will be necessary in order to complete the project.

PROJECT TIMELINE

1. February 21, 2014 - Boys & Girls Clubs of Greater Concord Board Meeting – I would like to invite Shaun Mulholland, Beth Houlis, the Allentown Recreation Commissioner, Donna Lane CDBG Grant Writer, and potentially an architect to the next board meeting.
2. March - Neighborhood Informational Meeting.
3. March – Public Hearing Town of Allentown and Town Officials
4. March – Solicit CDFA pre commitment letters from potential donors
5. April – CDFA Application Due
6. July 2014 – Block Grant Application Due
7. Starting in March and On-going – Meet with private donors in Suncook
8. August 2014 – Notice of award from CDFA
9. October 2014 – Notice of Award from CDBG
10. Spring – Summer 2015 – Construction Begins