
City of Moline Citizens Advisory Council on Urban Policy (CACUP)

Monday, May 18, 2015
4:00 p.m.

Committee-of-the-Whole
City Hall, 619 16th Street, Moline, IL 61265 – 2nd Floor

AGENDA

1. Approval of Minutes for May 11, 2015 Meeting
2. 2016 CDBG Sub Recipient Funding Presentations
3. Recommendations for 2016 CDBG Sub Recipient Funding
4. Other
5. Adjournment

Any person with disabilities who wishes to attend the meeting who requires a special accommodation, or any other person requiring a special accommodation in attending the meeting, should notify K.J. Whitley at (309) 524-2044 at least 24 hours prior to meeting time.

**CITY OF MOLINE
CITIZENS ADVISORY COUNCIL ON URBAN POLICY (CACUP)
“SPECIAL” MEETING MINUTES
MONDAY, MAY 11, 2015**

Present: Chairman Sue Lillybeck, Anne Huntoon, Janet Zam, Carol Triebel, Matt Puck, Dougal Nelson

Absent: None.

Staff: K.J. Whitley, Annaka Whiting, Anamaria Vera

Others: None.

Chairman Lillybeck called the meeting to order at 4:00 pm in the Moline City Council Chamber.

1. Approval of the March 23, 2015 Minutes.

Motion made by Member Huntoon, seconded by Member Triebel, to approve the minutes for March 23, 2015. Motion carried unanimously.

2. 2016 CDBG Sub-Recipient Funding Applications

Ms. Whitley informed the members the City of Moline had only received three applications for the 2016 CDBG Sub-Recipient year. Ms. Whitley noted that three applications is particularly low, pointing out that the City had not received any applications from any public service agency. Ms. Whitley mentioned that in the past the City had received applications from agencies such as Project NOW or Salvation Army for rent vouchers or homelessness needs, however, Ms. Whitley further explained the lack of applications from any public service agency are a concern to the City, since the needs exist within the community. Chairman Lillybeck inquired as to why staff believed the City had received such a low number of applications. Ms. Whitley explained that in recent years the U.S. Department of Housing & Urban Development (“HUD”) has become more stringent on their record keeping requirements for the sub-recipients which in turn have caused some past applicants to refrain from applying because they are unable to meet those requirements.

Chairman Lillybeck wondered if applicants were reluctant to apply given that only two sub-recipients were chosen for the current year. Staff did not believe this was the case. Ms. Whitley further noted that larger organizations that have applied in the past have the capacity to satisfy the reporting requirements and are otherwise eligible. Ms. Whitley informed the Members that they had the ability to re-open the application process if they deemed it beneficial. Chairman Lillybeck stated she did not believe there would be any benefit to reopening the application process for others to apply.

Chairman Lillybeck asked whether the application submitted from Bethany Home was similar to the application received last year for the parking lot. Ms. Whitley confirmed that the application was in fact similar to last year’s application. Brief discussion ensued between the members and staff with regard to

the three applications received. Ms. Whitley informed the Members that Jeff Anderson, City Planner, had spoke to the City's Engineering Department with regard to Stephens Parkview Neighborhood Group application to inquire if there is currently a dedicated list available for future City curb ramp improvements, however, there was not a list available. Ms. Whiting further explained that the City has projected it will cost a million dollars for curb ramp improvements throughout the whole City, therefore, the City is currently focusing on high traffic areas, schools, and other high priority neighborhoods. Ms. Whiting noted that the City has around \$50,000 for the current years curb ramp improvements and is it unlikely the Stephens Park neighborhood will be on that list, or within the upcoming years. Ms. Whitley also informed the Members that the CDBG funds requested on the application from Moline Community Development Corporation has also been reduced by the applicant to \$18,921 which was communicated via email after the application was submitted.

Chairman Lillybeck commented that it was out of the ordinary to have only three applications to consider. Ms. Whitley mentioned she had several inquiries from interested agencies seeking more information with regards to the application process; however, their applications were not submitted. Ms. Whitley reiterated that the Members were able to reopen the application process if they deemed it necessary. Chairman Lillybeck stated she did not believe it would be beneficial to reopen the application process. The Members all agreed, further noting that agencies that usually seek and apply for funding are aware of deadlines and have individuals dedicated to grant writing, seeking available funds and monitoring application deadlines. Chairman Lillybeck asked if any Member wished to reopen the application process, all Members declined. Brief discussion ensued with regard to the specifics of the three applications received.

Ms. Whitley noted that the Members could proceed as scheduled and plan to meet the following week for presentations from the three applicants. Ms. Whitley noted she anticipated the presentations to be set for 4:00, 4:10, and 4:20. Chairman Lillybeck asked if staff had determined whether the parking lot request from Bethany Home was deemed as an eligible item. Ms. Whiting confirmed the parking lot is in fact eligible, further stating that in order to meet the reporting requirements from HUD, Bethany Home would need to document the income of every individual that utilized the parking lot and staff did not believe that task would be feasible or achievable.

Chairman Lillybeck sought clarification as to whether all three applicants had noted eligible items within their applications. Ms. Whitley confirmed and further explained that the Stephens Park neighborhood area request is a continuation from last year's sidewalk program project, which is also funded by way of a different program, through CDBG funds. Member Nelson asked whether McCandles Park is handicap accessible. Ms. Whitley explained that the requested funds were also a continuation of a project to make the Park handicap accessible. Member Huntoon further noted the Park has plans to make the shelter handicap accessible.

3. Other

Chairman Lillybeck requested an update with regard to the sidewalk repairs in the Floreciente neighborhood. Ms. Whitley noted that the project is still expected to be completed, but explained that the City's Engineering Department is no longer allowing the CDBG Sidewalk Assistance Program to be

able to be combined with the City's Sidewalk Program through the Engineering Department. Ms. Whitley noted that presently, the CDBG Sidewalk Program pays 25% of sidewalk repair costs, while the Sidewalk Program through the City's Engineering Department covers the remaining 75%, which would mean the CDBG Sidewalk Program would now need to cover 100% of the costs without the City's Sidewalk Program. Ms. Whiting noted that the City's Engineering Department has, however, agreed to allow the Community Development Division to utilize its contractor to obtain a cheaper rate for the repairs performed through the CDBG Sidewalk Assistance Program.

4. Adjournment

There being no further business, Motion made by Member Nelson; seconded by Member Huntoon to adjourn the Meeting at 4:19 pm. Motion passed unanimously.

Respectfully Submitted,

Anamaria M. Vera, Administrative Secretary

2016 CDBG CACUP Application Presentation Schedule

**Monday, May 18, 2015, 4:00 p.m.
Moline City Hall, COW
619 16 Street, Moline, IL 61265
Moline, IL 61265**

4:00 p.m.	Moline Community Development Corp.
4:15 p.m.	Bethany for Children & Families
4:30 p.m.	Stephens Parkview Neighborhood Group

**Final CACUP recommendations will be an agenda item
during the May 18, 2015 CACUP meeting.**

	Name of Organization	Funds Requested	Total Project Cost	Project Description	Eligible Activity	Comments	2016 Allocation Recommendation
1	Moline Community Development Corporation	\$ 23,860.00	\$ 118,860.00	To add 8 benches, 4 picnic tables, and 12 trash receptacles to McCandless Park as part of a park renovation project.	National Objective: LMA ; Matrix Code - 03F	Project as proposed/presented meets requirements of CDBG program. Will the equipment be stationary?	\$
2	Stephens Parkview Neighborhood Group	\$ 18,921.00	\$ 18,921.00	To install curb ramps where they are lacking (handicap accessible).	National Objective: LMA ; Matrix Code - 03 or 03L?	Will this address existing curbs and/or undeveloped curbs? Are these part of the future Engineering budget?	\$
3	Bethany for Children & Families	\$ 12,244.44	\$ 12,244.44	To resurface and reconfigure parking lot at agency building; to paint exterior gym building.	National Objective: LMC ; Matrix Code - 03	Project as proposed/presented meets requirements of CDBG program, however, the ability to track the number of Moline residents using the parking lot does not appear to be feasible nor possible.	\$
Total		\$ 55,025.44	\$ 150,025.44				