MEETING MINUTES
HOUSING & COMMUNITY DEVELOPMENT ACT COMMITTEE
TUESDAY, May 20, 2014 7:30 P.M.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Aldermanic Library


Members Absent: Ald. Braithwaite, M. Lacy

Staff Present: S. Flax, A. Jacobs

Presiding Member: Ald. Rainey, Chair

Declaration of Quorum
There being a quorum, Chairman Rainey called the meeting to order at 7:35 PM.

Approval of Meeting Minutes of October 15, 2013
Ald. Burrus moved approval of the minutes of the March 11, 2014 meeting; A. Hansen seconded the motion; the minutes were approved unanimously.

Discussion and Recommendation for Allocation of Additional 2014 CDBG Funds Based on Actual Grant Amount
Chairman Rainey opened the discussion and asked S. Flax to discuss the staff recommendation in brief detail. S. Flax stated that the City received a larger CDBG grant than estimated. Staff recommended that those funds be allocated to programs that will expend the money in this calendar year and that were funded at a lower percent of their request than other programs/projects. It was recommended that an additional $24,936 be allocated to CDBG Administration, $21,900 for the Summer Youth Employment Program & Certificate of Rehab program, $55,712 for Economic Development loans and $22,132 for Targeted Code Enforcement. Ald. Holmes made a motion to adopt the allocation as recommended, with Ald. Burrus seconding the motion. There was brief discussion, which included J. Sanke requesting additional information about the Certification of Rehab program expenditures to better understand the services provided and cost per person served. Ald. Holmes noted that the success of this program should be publicized. Staff will contact the program staff for this information and provide it to the committee and work with staff in the City Manager's office to get a story in the newsletter. The motion passed unanimously.

Public Comment
There were no members of the public present; therefore no public comment was received.

Staff Reports
- **2015-2019 Consolidated Plan Development**
  S. Flax informed the committee that staff is working on the required consultations for input on the 2015-2019 Consolidated Plan (ConPlan) and would welcome any suggestions on increasing residents’ input in setting funding priorities. Ald. Rainey
suggested utilizing active block groups, Ald. Burrs mentioned monthly neighborhood newsletters, A. Hansen and Ald. Rainey advised that using PTA and school groups would reach Spanish-speaking residents, Ald. Wilson mentioned utilizing the neighborhood listservs and the committee discussed working with Ridgeville Park District to reach residents, particularly of wards 4, 8 and 9.

- **Overview of the Analysis of Impediments to Fair Housing Choice**
  S. Flax briefed the committee on the progress of the Analysis of Impediments to Fair Housing Choice (AI), stating that the report itself was complete and now needs to be presented to the general public. Ald. Rainey noted the importance of de-concentrating affordable housing. Discussion regarding the Housing Authority of Cook County’s new policies that make all of Evanston an opportunity area, which may help de-concentrate low income residents followed. Staff will provide information on the number and distribution of voucher holders. The committee also noted the City’s occupancy standards were identified as a potential barrier to fair housing choice for non-traditional households that must be addressed. A discussion of potential dates for a public meeting about the AI followed; it was determined that July 22nd would be the best date if the consultants were available then. Staff will work on scheduling the presentation.

- **Family Focus Request to Carry Over 2013 Unspent Funds**
  S. Flax explained that Family Focus requested to be allowed to carry over unspent funds as detailed in the memo provided. If approved, those funds, $7,516.02, will be combined with the 2014 allocation of $25,000 for a total of $32,516.02, which would amount to 60% of their 2014 grant request. Ald. Wilson made a motion to approve the request to carry over unspent funds, which was seconded by J. Sanke. The motion passed unanimously.

- **Evanston Day Nursery 2012 Project Unspent Funds**
  S. Flax explained that Evanston Day Nursery had not expended its funds, emphasizing that it was 2012 funds and the project had stalled with little communication to the staff regarding progress delays. J. Sanke made a motion to recapture the unspent funding and close out the project, with Ald. Holmes seconding the motion. Motion passed unanimously.

An update on 1817 Church Street was provided to the committee. Staff will coordinate a meeting at the site for the committee.

**Adjournment**
There being no further business, Ald Burrus moved to adjourn the meeting with a second by Ald. Wilson; motion passed unanimously and the meeting was adjourned at 8:10 PM

Respectfully submitted,
April Jacobs
Grants and Compliance Specialist