

**HOUSING AND COMMUNITY DEVELOPMENT ACT COMMITTEE  
MINUTES OF PUBLIC MEETING**

Tuesday, January 27, 2009

EVANSTON CIVIC CENTER

7:30 P.M. – Room 2404

**MEMBERS PRESENT:** Ald. Bernstein, Coleen Burrus, Ald. Hansen, Ald. Jean-Baptiste, Michele Lacy, Ald. Rainey, Crawford Richmond

**PRESIDING OFFICIAL:** Ald. Rainey, Chair

**STAFF PRESENT:** Sarah Flax

**I. CALL TO ORDER/DECLARATION OF QUORUM**

Chair Rainey called the meeting to order at 7:45 pm, there being a quorum, and welcomed Michele Lacy, new committee member.

**II. APPROVAL OF MINUTES OF OCTOBER 21 & 28, NOVEMBER 11 AND DECEMBER 16, 2008 MEETINGS**

Ald. Hansen moved approval of the minutes of the October 21 and 28, November 11 and December 16, 2008 minutes; Coleen Burrus seconded the motion; it was approved unanimously.

**III. EMERGENCY ROOF PROJECTS: TODDLER TOWN DAYCARE AND REBA EARLY LEARNING CENTER**

Staff described the emergency roof repair needs of Toddler Town Daycare and Reba Early Learning Center. It was agreed that both projects meet the criteria for consideration outside the annual CDBG funding allocation schedule and are eligible for CDBG funding. Staff recommended allocating CDBG funds for both projects not to exceed \$12,000 for Toddler Town and \$7,000 for Reba Early Learning Center, based on preliminary estimates provided by the organizations. Staff explained that funding these projects would not affect the 2009/10 CDBG allocations made through the annual CDBG budget allocation process because the City has received \$16,000 more in Program Income than estimated in the 2009/10 CDBG Funding meeting on November 11, 2008. Unspent funds from completed 2008/09 projects or Revolving Loan funds provide additional sources of funds, if needed.

Ald. Hansen moved approval to allocate up to \$12,000 to Toddler Town Daycare and up to \$7,000 to Reba Early Learning Center for emergency roof repairs and authorize staff to use its judgment on the specific amount for each project based on receipt of bids that meet all federal purchasing requirements, including paying prevailing wages per the Davis-Bacon Act. Crawford Richmond seconded the motion. It was approved unanimously.

**IV. FAÇADE PROJECT: 1800 DEMPSTER STREET**

Ald. Jean-Baptiste explained that the applicant for Façade Improvement funds, William Holloway, owner of Sir Speedy, owns a long-time Evanston printing business currently located on Davis Street between Maple and Oak. Mr. Holloway purchased the property at 1800 Dempster Street and plans to move his business there. He has held meetings with neighbors about his planned renovations of the building (last occupied by Bill's Finer Foods) and intends to hire area residents. Staff noted that Mr. Holloway indicated that he is in the process of changing banks and establishing a line of credit, which is temporarily delaying the renovation and move, but his goal is to proceed with renovation immediately. Staff recommended that, if funding for the project is approved, the City offer to write a letter of commitment for the Façade Improvement funds to demonstrate the City's support for the project.

Ald. Bernstein moved approval to allocate CDBG funds for 50% of the cost of the façade improvement up to a maximum of \$30,000 and authorize staff to draft a letter to that effect. Ald. Hansen seconded the motion; it was approved unanimously.

## **V. 1817 CHURCH STREET DISPOSITION PLANNING**

Discussion of the draft RFP for the disposition of 1817 Church Street included:

1. Need to ensure that wording does not limit or restrict what organizations, or consortia of organizations/people, are able to bid on the project.
2. The term “museum” is potentially limiting and may discourage creative ideas that could fulfill the purpose of celebrating African-American culture and contributions to Evanston, and make sustainability even more difficult, especially given the current economic climate. Consider wording such as “entity or enterprise that is culturally beneficial.”
3. Consider ways to maintain a focus on African-American culture, yet remain open to other ethnic/racial groups including Hispanics that are increasingly moving into the neighborhood by including terms such as “cultural diversity” and “multi-cultural.” Weighting the selection criteria toward proposals that focus on African-American culture was raised as a means to address this.
4. Reinforce the importance of sustainability and the interest in a mixed use development to address this. Ideas discussed included providing retail space for local artists and artisans such as those involved in the West End Market.
5. The size and configuration of the building (two load bearing walls makes opening up the first floor space difficult, need to install an elevator) creates challenges. Ensure that the RFP makes it clear that the façade must be maintained, but the building can be razed and rebuilt behind the façade.

Specific comments/corrections include:

P.3 – replacing “bidders” in paragraph 3 with entities or organizations

P.5 – correcting Dempster-Dodge to read Church-Dodge in paragraph 1

seeming conflict between items A. and B. in the list of Objectives, serving primarily residents of the immediate neighborhood and being a destination for people living elsewhere in the city and beyond. Staff explained that the investment of CDBG funds for the benefit of the LMI area in which the facility is located requires that it serve primarily LMI persons to meet a National Objective.

P.6 – in item V. Conditions for Conveyance of Title, include language that clearly conveys that the developer must complete the rehab and open the facility in a timely manner. Two years from conveyance was discussed as a reasonable expectation. Language used in planned development agreements could be considered as a model.

Target date to release the RFP is March, with proposals due 90 days after release.

Staff will revise the draft RFP per the discussion using edit mode to show edits/changes. The revised draft will be discussed at the next committee meeting.

## **VI. CITIZEN/STAFF COMMENT**

It was agreed that the March meeting would be rescheduled because of St. Patrick’s Day. There was no additional staff or citizen comment.

## **VII. ADJOURNMENT**

The meeting was adjourned at 9:03 pm.

Respectfully submitted,  
Sarah K. Flax, CDBG Grants Administrator