

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

Wednesday, June 17, 2009
EVANSTON CIVIC CENTER
6:00 P.M. – Aldermanic Library

MEMBERS PRESENT: Ald. Holmes, Ald. Jean-Baptiste, Michele Lacy, Ald. Rainey, Crawford Richmond, Ald. Wilson

PRESIDING OFFICIAL: Ald. Rainey, Chair

STAFF PRESENT: Sarah Flax

OTHERS PRESENT: Signe Adas, Matthew Berry, Andrew Spatz

I. CALL TO ORDER/DECLARATION OF QUORUM

Ald Rainey called the meeting to order at 6:15pm, there being a quorum.

II. APPROVAL OF MINUTES OF MAY 19, 2009 MEETING.

Ald. Jean-Baptiste moved approval, Ald. Wilson seconded the motion and the minutes were approved unanimously as presented.

III. NEIGHBORHOOD FAÇADE IMPROVEMENT PROJECTS

Staff reviewed the status of funding for façade improvements: \$65,349 remains from FY2008/09 and \$25,000 was allocated in 2009/10 funds, so the total unspent is \$90,349. This is \$40,000 more than was anticipated because \$40,000 committed to the North Suburban Auto Supply project will not be used because that project is instead being funded through the Economic Development Fund. \$30,000 is committed for 1800 Dempster (Sir Speedy), so \$60,349 is the uncommitted balance.

Andy Spatz presented an adaptive re-use project at 940 Pitner Ave and requested \$40,000 in façade funds. The building housed an auto repair business and is being converted into five rental office units ranging in size from approximately 900 to 1,200 sq feet appropriate for “artistic professionals.” There are six parking spaces in the rear of the building and three spaces will be created on Pitner, replacing the curb cuts for vehicle entrances. Rents would be between \$12.50 and \$13.50/sq. ft. plus property taxes. Design elements are similar to the 930 Pitner project completed in 2005. One unit fronts Pitner, the other four entrances are on the side of the building, accessed through an electronically controlled gate for security. The redevelopment project includes numerous energy efficient features and will benefit the neighborhood by attracting new businesses and expanding the tax base.

Questions included whether parking would be handicapped accessible (developer will meet any requirements) and how properties would be marketed (Craigs List and word of mouth will be primary vehicles). Mr. Spatz confirmed that 930 Pitner is fully occupied, as is the STAMPfactory adaptive re-use project on Payne Street.

Ald. Jean-Baptiste moved approval of \$40,000 in façade improvement funds for this project; Ald. Rainey seconded the motion and it was approved unanimously.

Ald. Wilson explained that he met with Ann O’Leary, whose application for Façade Funds was not approved earlier this year, to discuss her property at 708 Greenleaf St. Ms. O’Leary has modified her project plan to reduce the total cost from \$18,000 to approximately \$7,000. The revised plan uses siding that matches existing parts of the façade around the window and door rather than brick, accounting for the cost reduction. Rehab division staff will review the site and proposal as input to determining whether the revised project will be considered for funding. Ms. O’Leary is aware that MUE zoning does not allow retail and plans to lease the ground floor as office space or as a studio, both allowable under current zoning.

IV. DISPOSITION OF 1817 CHURCH STREET PROPERTY DISCUSSION

Staff confirmed that an RFP for the redevelopment of the 1817 Church Street property can be used for its disposition; the RFP can be released at the direction of the Housing & Community Development Act Committee. The RFP will be released by Purchasing and sealed bids submitted to Purchasing. In addition to being posted on Demandstar, the online service the City uses for bids and RFPs, the RFP will be mailed to the list of museums, cultural organizations and foundations reviewed at the May meeting with a cover letter asking them to forward information to potential interested organizations. Developers with projects in Evanston will also be contacted. Staff will finalize the list, establish one or more dates for interested parties to inspect the property and get a photo of the building façade. It was agreed that floorplans need not be included. The RFP will be open for 90 days and require sealed proposals.

Ald Holmes moved that staff be authorized to release the RFP for the Redevelopment of 1817 Church Street per the above; Ald. Jean-Baptiste seconded the motion and it was approved unanimously.

V. 2009/10 CDBG ENTITLEMENT GRANT – CONSIDERATION OF ALLOCATION OF ADDITIONAL FUNDS

Staff noted that a total of \$120,615 in additional funds are available for the 2009/10 CDBG program year; this includes \$83,566 more entitlement funds and \$56,049 more program income than estimated in November 2008. The maximum incremental spending allowed in the capped categories of Administration is \$21,113 and Public Services is \$20,942. Considerations for incremental funding proposed by staff included CDBG Administration, Façade Improvement, Code Compliance, Code Enforcement (for clean-up & board-up of foreclosed and abandoned properties), Alley Special Assessment Assistance and the Revolving Loan Fund, all of which were funded at levels below the 2009/10 request.

Committee members discussed the many funding issues facing social services agencies and non-profits, including drastic cuts proposed in the State of Illinois budget and an approximately 37% reduction in United Way funding for many organizations. The need for funds for programs that enable residents of the CDBG Target Area to improve their neighborhoods was also acknowledged.

The following funding increases were approved unanimously:

CDBG Administration	\$20,000
Evanston Youth Initiative	\$1,000
Girl Scouts Fit To Be Me!	\$3,000
Summer Youth Employment	\$1,000
YWCA	\$5,000
Adopt A Fancy Can	\$5,000
Neighborhood Initiatives Fund	\$5,000
Façade Improvement	\$10,000
Code Enforcement-Board Up	\$10,000
Alley Special Assessment Assistance	\$15,000
Revolving Loan Fund	<u>\$45,615</u>
Total:	\$120,615

The attached spreadsheet shows all allocations by program/project including the incremental amounts listed above.

Because some of the allocations constitute a change of more than 10% to individual project/program budgets, a public comment period of 30 days is required. Staff will publish a notice of the funding amendment in the Evanston Review as required. The incremental funding can be released following the public comment period and Council approval. Information on the amendment will be provided to HUD during the program year or as part of the Consolidated Annual Performance and Evaluation Report at year end as required.

VI. CITIZEN/STAFF COMMENT

Staff requested that the committee authorize payment of the alley special assessment principal in the amount of \$3,697.75 for an income qualified senior homeowner for the property at 2323 Dempster pending payment of the outstanding interest. If not paid by June 30, Cook County will sell the lien at auction. Staff is working with Connections for the Homeless to get the interest paid through the Prevention program. The Committee approved payment of the principal of the assessment if the interest is also paid and the lien removed.

VII. ADJOURNMENT

There being no further business before the committee, the meeting was adjourned at 8:15 PM.

Respectfully submitted,
Sarah K. Flax, CDBG Administrator

City of Evanston
Community Development Block Grant
2009/10 Incremental Allocations - June 17, 2009

Applicant Organization	Program/Project Name	2008/09 Approp.	2009/10 Request	2009/10 Allocation	Additional Allocation	Revised 2009/10 Alloc.
Administration -- 20% Cap						
City-Community Development/Planning	CDBG Administration	\$ 329,225	\$ 396,800	\$ 330,000	\$ 20,000	\$ 350,000
City-Budget Office	M/W/E/B/E Program	\$ 52,000	\$ 106,857	\$ 40,000		\$ 40,000
City-Human Relations Commission	Alt Dispute Resolution & Advocacy	\$ 15,051	\$ 72,000	\$ -		\$ -
	Administration Subtotal	\$ 396,276	\$ 575,657	\$ 370,000	\$ 20,000	\$ 390,000
	Maximum Available (20% of entitlement)		\$ 391,113	\$ 391,113	\$ 21,113	\$ 391,113
	Amount over (under) estimated cap		\$ 184,544	\$ (21,113)	\$ (1,113)	\$ (1,113)
Public Services -- 15% Cap						
Meals at Home	Food for Seniors and People w/Disabilities	\$ 8,000	\$ 10,000	\$ 9,000		\$ 9,000
Music Institute of Chicago	Taking Music to Seniors	\$ 1,500	\$ 3,000	\$ 2,000		\$ 2,000
North Shore Senior Center	Case Management Services	\$ 23,000	\$ 30,000	\$ 25,000		\$ 25,000
Brummel Park Neighbors	Community Building Programs	\$ -	\$ 8,005	\$ 2,000		\$ 2,000
Evanston Community Defender	Legal/Social Work	\$ 45,000	\$ 50,000	\$ 45,000		\$ 45,000
Evanston Youth Initiative	Evanston Youth Initiative	\$ -	\$ 25,000	\$ 2,000	\$ 1,000	\$ 3,000
Legal Assistance Foundation	Evanston Legal Services	\$ 9,000	\$ 12,000	\$ 10,000		\$ 10,000
Girls Scouts- IL Crossroads	Fit To Be Me!	\$ 4,000	\$ 10,500	\$ 5,000	\$ 3,000	\$ 8,000
Open Studio Project	Art & Action Program for At-Risk Youth	\$ 2,000	\$ 3,500	\$ 3,000		\$ 3,000
Y.A.M-Second Baptist Church	Annual College Retreat	\$ 9,000	\$ 20,000	\$ 10,000		\$ 10,000
City-Human Relations Division	Summer Youth Employment Program	\$ 45,000	\$ 53,400	\$ 45,000	\$ 1,000	\$ 46,000
YWCA	YWCA Domestic Violence Services	\$ 29,500	\$ 40,000	\$ 30,550	\$ 5,000	\$ 35,550
Interfaith Action of Evanston	Job Counselor for the Homeless	\$ 1,000	\$ 5,000	\$ 2,000		\$ 2,000
The Youth Job Center of Evanston	Youth Employment Initiative	\$ 47,000	\$ 65,000	\$ 48,000		\$ 48,000
Connections for the Homeless	Single Adult Services Programs	\$ 3,000	\$ 18,500	\$ 4,000		\$ 4,000
Interfaith Housing of the North Suburbs	Homesaring Program	\$ 13,000	\$ 18,000	\$ 14,000		\$ 14,000
City-Community Development	Adopt A Fancy Can	\$ 3,500	\$ 5,100	\$ 4,000	\$ 5,000	\$ 9,000
City-Community Development	Graffiti Removal Program	\$ 30,000	\$ 46,800	\$ 35,000		\$ 35,000
City-Community Development	Neighborhood Initiatives Fund	\$ -	\$ 15,000	\$ 4,000	\$ 5,000	\$ 9,000
	Public Services Subtotal	\$ 273,500	\$ 438,805	\$ 299,550	\$ 20,000	\$ 319,550
	Maximum Available (15% of entitlement + 2008/09 income)		\$ 320,492	\$ 320,492	\$ 20,942	\$ 320,492
	Amount over (under) estimated cap		\$ 118,313	\$ (20,942)	\$ (942)	\$ (942)

City of Evanston
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Rehabilitation -- Housing & Commercial						
CEDA/Neighbors At Work, Inc.	Minor Repairs & Painting Program	\$ 140,000	\$ 161,670	\$ 100,000		\$ 100,000
City-Commission on Aging	Handyman Program	\$ -	\$ 14,000	\$ 11,700		\$ 11,700
Over the Rainbow Association	Hill Arboretum Apartment Rehabilitation	\$ -	\$ 185,000	HOME funds		
City-Community Development	Neighborhood Façade Improvement	\$ 35,000	\$ 35,000	\$ 25,000	\$ 10,000	\$ 35,000
City-Community Development	Revolving Loan Fund (Program Income)	\$ -	\$ 124,998	\$ 124,998	\$ 45,615	\$ 170,613
City-Community Development	Housing Rehab Administration	\$ 319,000	\$ 422,195	\$ 325,000		\$ 325,000
	Subtotal	\$ 494,000	\$ 942,863	\$ 586,698	\$ 55,615	\$ 642,313
Code Enforcement						
City-Property Standards	Code Compliance	\$ 375,000	\$ 504,137	\$ 414,229		\$ 414,229
City-Community Development	Code Compliance-Board up & Clean up	\$ 7,000	\$ 30,000	\$ 20,000	\$ 10,000	\$ 30,000
	Subtotal	\$ 382,000	\$ 534,137	\$ 434,229	\$ 10,000	\$ 444,229
Public Facilities & Improvements						
City-Parks/Forestry and Recreation	Foster Field Renovation-Phase 1A	\$ -	\$ 100,000	\$ 25,000		\$ 25,000
City-Parks/Forestry and Recreation	Fleetwood-Jourdain Gym Roof Replacement	\$ 95,400	\$ 50,000	\$ 50,000		\$ 50,000
City-Public Works Department	Alley Paving Program	\$ 80,000	\$ 240,000	\$ 89,229		\$ 89,229
City-Public Works Department	Alley Special Assessment Assistance	\$ 10,000	\$ 55,000	\$ 40,000	\$ 15,000	\$ 55,000
City-H&HS/Public Works	ADA Curb Ramp Replacement Program	\$ 75,000	\$ 120,000	\$ 50,000		\$ 50,000
City-Public Works Department	2008 Block Curb and Sidewalk Prog.	\$ 75,000	\$ 100,000	\$ 50,000		\$ 50,000
City-Police & Public Works	SNAP Pilot - Lighting for Safety	\$ -	\$ 30,000	Withdrawn		\$ -
McGaw YMCA	Residence Improvement - airconditioning	\$ 40,000	\$ 20,150	\$ 14,000		\$ 14,000
Washington Elementary School PTA	Shade Trees for R Crown-Dist 65 Shared	\$ -	\$ 8,680	\$ 4,340		\$ 4,340
Weissbourd-Holmes Family Focus Center	Elevator Installation	\$ -	\$ 143,000	\$ -		\$ -
Reba Early Learning Center	Roof & Parapet Repair	\$ -	\$ 7,000	\$ 7,000		\$ 7,000
Toddler Town Daycare	Roof replacement	\$ -	\$ 12,000	\$ 12,000		\$ 12,000
	Subtotal	\$ 375,400	\$ 885,830	\$ 341,569	\$ 15,000	\$ 356,569

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Economic Development						
Evanston Community Development Corp	Bus Develop & Economic Opportunity	\$ 55,000	\$ 92,180	\$ 25,000		\$ 25,000
Technology Innovation Center/SBDC	Evanston Business Ownership Initiative	\$ 15,000	\$ 110,000	\$ 15,000		\$ 15,000
	Subtotal	\$ 70,000	\$ 202,180	\$ 40,000	\$ -	\$ 40,000
	Total Applications		\$ 3,579,472	\$ 2,072,046	\$ 120,615	\$ 2,192,661
	Total Funds Available		\$ 2,192,661	\$ 2,192,661	\$ 120,615	\$ 2,192,661
	Estimated To Be Cut:		\$ 1,386,811	\$ (120,615)	\$ -	\$ -
2009/10 Entitlement Grant		\$ 1,955,566				
Estimated 2008/09 Program Income		\$ 181,047				
Unspent Funds for Reallocation		\$ 56,048				
Total Estimated Available Funds:		\$ 2,192,661				