



PROJECT MANAGEMENT TEAM

Minutes

Tuesday, September 11, 2018

1:30 p.m.

Renew Moline

1506 River Drive

Moline, IL

Members Present: David Parker, Alderman (Chairman)
Lori Turner, Alderman
Mike Wendt, Alderman
Mike Ellis, Renew Moline
Jerry Butts, Private Sector
Kevin Schoonmaker, Alderman

**Members via
Teleconference:** Stephanie Acri, Mayor (Vice-Chairman)

Members Absent: Greg Derrick, Private Sector
Steve Nelson, WIU

Staff: Ray Forsythe, City of Moline, Planning & Development Director
Jeff Anderson, City of Moline, City Planner
Alexandra Elias, Renew Moline, CEO/President
Anamaria Vera, City of Moline, Administrative Assistant

Other: Adam Guthrie, Moline Centre
Mike Waldron, Alderman
Pastor Shawn Cossin, Heritage Church
Adam Holland

- **Call to Order** - The meeting was called to order by Chairman David Parker, at 1:33 p.m.
- **Approval of August 14, 2018 PMT Minutes**: A motion was made by Jerry Butts to approve the August PMT meeting minutes. The motion was seconded by Alderman Lori Turner, and unanimously approved by the PMT.
- **Action Items**
Proposed Project Management Team Policy – Alexandra Elias stated the Proposed Project Management Team Policy was provided in a strikeout version to identify revisions made as a result of the last meeting's discussions. Clarifications were made to attendance, reducing the amount of meetings a member can miss from six to four with elections



determined to be held in May. Alexandra also reiterated that the original Memorandum of Understanding (MOU) utilized to create the Policy, is current with six amendments made to the MOU since it was adopted. The MOU is attached to the PMT Policy. Alexandra also reminded the PMT that the proposed Policy did not need to be adopted by City Council and can be adopted by the PMT.

- Alderman Mike Wendt requested clarification regarding the May 2020 election schedule. Alexandra noted she attempted to align the PMT elections with the City of Moline elections. Alderman Wendt noted that some of the upcoming City of Moline elections will take place in May 2019. Mayor Stephanie Acri noted that she and Alexandra had discussed staggering the elections for PMT, rather than aligning them with the City of Moline elections. Alexandra remembered the conversation with Mayor and noted the conversation with Mayor was in fact the reason for not aligning the schedules. Alexandra also noted she would review the schedule and bring the revised Term Schedule back to PMT for further clarification. The Term Schedule is not attached to the PMT Policy so the Term Schedule can be a follow up task.
- Chairman, David Parker, stated a new Vice-Chairman will be selected at the next meeting based on the terms of the Policy.

A motion was made by Jerry Butts to approve the Proposed Project Management Team Policy with clarification being made to the election schedule. The motion was seconded by Alderman Mike Wendt, and unanimously approved by the PMT.

➤ **Informational Items**

Selection of Consultant(s) – Financial/Development Feasibility Analysis – Alexandra stated twenty responses were received from highly qualified consultants regarding the Request for Qualifications. As a result, Alexandra inquired with Maureen Riggs, City Attorney, as to whether or not more than three consultants could be selected. Maureen confirmed that more than three consultants could be selected as long as the consultants were notified of the change.

- Alexandra stated that the selected firms were notified; and that having consultants “on-call” will allow staff to request proposals for future work without any obligations into a contract, providing for options prior to making a decision.

Spiegel Building - Update – Ray Forsythe stated that the last Request for Proposals regarding the Spiegel Building received two responses. An Exclusive Negotiating Agreement expired, and recently, one group has indicated an interest in the building. This group had shown interest in the building in the past. The proposed project was discussed at the last DBMT meeting.

- Alexandra stated the DBMT was interested in more information on the concept and feasibility for the project. Ray also noted that when asked, responses from Aldermen varied from selling the building, to issuing another RFP, as well as obtaining additional information from current interested parties.



- Ray noted there is no imminent threat to the building due to water damage. The roof on the building has been repaired and is no longer leaking. However, there is water damage that was created prior to the repairs being made.
 - Mike Ellis inquired as to whether Heart of America is still interested in the building. Ray stated he believes Heart of America is “fatigued” with the historic tax credit process.
 - Jerri stated he could not see a business operating at that location during bridge construction. Ray noted the bridge construction will certainly slow any business down.
 - Jerry inquired as to the Fifth Avenue Building hotel. Ray provided a brief update.
Captain’s Table – Update – Ray indicated that project costs had increased after the soils report found different conditions than anticipated. Ray noted staff is currently reviewing the budget and will come back to City Council with any modifications to the budget or the footprint of the building.
 - Ray stated the Plan Commission will review the City’s application as-is with the original footprint in order to not slow the process down, however, if changes are made, another application will need to be presented to the Plan Commission.
 - Brief discussion took place regarding the parking lot and setbacks along River Drive.
- **Community Reports – Global Communities, Moline Centre:**
- No updates were provided for Global Communities. Adam Guthrie announced community updates related to Moline Centre. Alderman Lori Turner also provided updates related to the Moline Community Development Corporation.
- **Other Business:** Ray informed the PMT, the City currently has two developers seeking incentives. The Economic Development Policy Committee met prior to the PMT meeting and applied the Economic Development Policy to both proposed projects. The Committee believes that the Policy is effective. Chairman Parker noted each project originated different incentive percentages upon application of the Policy. Ray stated he believes the Policy makes sense.
- **Next PMT:** The next PMT meeting will be Tuesday, October 11, 2018.
- **Adjourned:** Lori Turner made a motion to adjourn the meeting. Seconded by Jerry Butts. Meeting adjourned at 2:04 p.m.