

**CITY OF MOLINE
CITIZENS ADVISORY COUNCIL ON URBAN POLICY (CACUP)
MEETING MINUTES
WEDNESDAY, JULY 15, 2020**

Present: Janet Zam, Carol Triebel

Absent: Teresa Camarillo Martinez, Brian Heffernan, Mark Evans

Staff: K.J. Whitley (Community Development Program Manager), Tara Osborne (Grant & Project Accountant), Fawn Schultz (Administrative Assistant)

Others: None

No quorum so no action was taken.

1. Attendance

K.J. Whitley opened the meeting at 4:35 p.m.

2. Election of a CACUP Committee Chair

No action

3. Approval of April 29, 2020 Minutes

No action

4. 2019 Annual Action Plan, Substantial Amendment #2 – Status of COVID-19 Activities

Ms. Whitley explained the City received the \$478,057 and she reviewed the COVID-19 activities with the CACUP members present. These activities included Emergency Rent & Utility Assistance, Food Supplement Program, Broadband Education Equity Program with Moline Public Schools, Small Business Loan Program, Tablets/Chromebooks/Desktops for senior citizen homes without equipment, Pre-School Broadband Program for Headstart homes without equipment, Equity Technical Support/Employment Skills Training and Administration services to administer the programs.

5. 2020 - 2024 Consolidated Action Plan Status Update

Ms. Whitley reported that with COVID-19, the due date for the 2020 – 2024 Consolidated Action Plan has been extended. Normally, the plan would have been due November 16th. The City received their allocation in February, COVID-19 arose in March and the US Department of Housing and Urban Development (HUD) stated that due to the CARES Act, the City now has until August 16, 2021 to submit the plan. The plan is currently being fine-tuned and will be going to City Council in August.

6. 2021 CDBG Subrecipient Application Update

Ms. Whitley stated that normally the CDBG subrecipient applications are sent in April for people to apply. With COVID-19, that is now on hold. She is looking to send them out now in August and have them due the beginning of September.

7. CACUP – Additional 2020 Scheduled Meetings

Ms. Whitley explained that this meeting is the last scheduled meeting this year for CACUP. She would like to schedule a special meeting with all the CACUP members in September so applicants can have their oral interviews.

8. CACUP By-laws – Review/Recommendations

Ms. Whitley reported that the CACUP By-laws were included in the meeting packet. The City's Corporation Counsel is reviewing them since they are outdated and will come back with recommendations.

9. CACUP/Citizen Participation Plan – Review/Recommendations

Ms. Whitley stated that the CACUP/Citizen Participation Plan was also included in the meeting packet. Currently, the plan calls for a 30-day comment period. She would like to get recommendations on whether CACUP would like to keep that period or reduce it.

10. Other

Ms. Whitley explained she was going to ask CACUP to review some policy changes to recommend to City Council. The first recommendation would be adding the COVID-19 Business Loans into the policy book and having a Committee review the applications made. The second recommendation is for the Homebuyer's Program to make it a requirement for applicants to have either a realtor or attorney to guide them through the process. This will help the applicants understand the process and answer any questions they may have. The final recommendation would be updating the categories for race to add additional race categories.

Meeting closed at 4:55 p.m.

Respectfully Submitted,
Fawn Schultz, Administrative Assistant