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# City of Moline

## Citizens Advisory Council on Urban Policy (CACUP)

### Meeting



Wednesday, March 16, 2022

4:00 p.m.

**Committee-of-the-Whole**

City Hall, 619 16<sup>th</sup> Street, Moline – 2<sup>nd</sup> Floor

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## AGENDA

1. Welcome/Attendance
2. Public Comment
3. Approval of the January 19, 2022 CACUP Minutes
4. 2022 Annual Action Plan Status
5. 2021 Annual Action Plan Amendments
6. Old Business  
-Open Meetings Act Training
7. Public Comment
8. Other

- Member	P	A
Evans		
Heffernan		
Triebel		
Zam		
Rule		
Simlin		
Schaaf		
Whitley		

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**Any person with disabilities who wishes to attend the meeting who requires a special accommodation, or any other person requiring a special accommodation in attending the meeting, should notify K.J. Whitley, Community Development Manager, at (309) 524-2044 at least 24 hours prior to meeting time.**

**CITY OF MOLINE  
CITIZENS ADVISORY COUNCIL ON URBAN POLICY (CACUP)  
MEETING MINUTES  
WEDNESDAY, JANUARY 19, 2022**

**Board Present:** (Physically Present) Carol Triebel; (Electronically) Janet Zam, Angela Rule, Brian Heffernan, Mark Evans, John Schaaf

**Board Absent:** Michael Simlin Jr.

**Staff:** K.J. Whitley (Community Development Manager), Tara Osborne (Grant & Project Accountant)

**Others:** None

The meeting was called to order at 4:07 p.m. by Chairwoman Carol Triebel.

**1. Welcome/Introductions**

Roll call was taken with introductions of CACUP members and City Staff.

**2. Public Comment /Remote Attendance**

There was no public comment.

Ms. Whitley stated the Governor's order is set to expire at the end of the month so remote attendance will no longer be offered for the meeting. Meetings will be held in person at City Hall. Meetings will continue to be held on the third Wednesday of the month at 4:00 p.m.

**3. Approval of the June 16, 2021 CACUP Meeting Minutes**

Janet Zam made a motion to approve the April 21, 2021, CACUP Meeting minutes. Mark Evans seconded the motion. No additional discussion. Motion carried and approved by all members in attendance.

**4. Acceptance of the July 21, 2021 CACUP Meeting Minutes**

No discussion on the submitted meeting notes.

**5. 2022 Annual Action Plan Status**

Ms. Whitley stated that Congress has not passed the FY22 Budget. Our (Consolidated) Annual Action Plan is due on November 16, but in recent years, HUD wants our submitted plan based on on the actual allocation, rather than anticipated budgets. Once the FY22 budget is passed,

HUD will run the (formula) numbers and distribute actual allocations. Thereafter, the City of Moline's plan can be populated and approved by the Citizens, CACUP and the Moline City Council

## **6. Amendments to the Community Development Block Grant Policy & Procedures Manual**

Ms. Whitley reviewed the recommend amends with the CACUP members, which included:

Date –manual date

Graphics – Update/Switch out pictures

Table of Contents (final draft)

Minor grammatical corrections

(Page 4) A. CDBG National Objectives & Eligible Activity Categories – Revised language

(Page 3) C. Subrecipients – Revised language and added Federal regulatory language, 2 CFR 200.331, that differentiates Subrecipients from contractor. (HUD)

(Page 16) Added “g” Procurement – Added Federal regulatory language, 2 CFR 200.318-200.326, that addresses sub-awards and the correct procurement regulations and Federal regulatory language, 2 CFR 200.327, which requires all non-Federal entity contracts to contain applicable provisions described in Appendix II od Part 200. (HUD)

Updated HUD income limits for all programs.

(Page 19) Increased maximum amount of assistance for each occurrence from \$10,000 to \$14,999 for the following programs: Community Housing Services, Critical Assistance Program and CDBG Lead. Additionally, modified the Recapture period to begin the date the contract was signed versus the final inspection date.

Mark Evans made a motion to recommend these amendments to the **Community Development Block Grant Policy & Procedures Manual for approval by the** Moline City Council. Janet Zam seconded the motion. Motion carried and was approved by all members.

## **7. Old Business**

None

## **8. Public Comment**

None

## **9. Other**

Mayor Rayapati wanted each Board to provide a list of the previous year's accomplishments. Below, is what the CACUP Board suggested for their 2021 accomplishments:

- Continued to develop or maintain programs that support our underserved population;
- Infrastructure improvements (sidewalks/streetscape);
- Collaborated with multi non-profits/sub-recipients to deliver basic needs to our low-to moderate income citizens;
- CACUP worked to improve the quality of life for our (underserved) citizens through many programs, including housing (rehab and rental assistance), mental health, education.

Meeting adjourned at 4:29 p.m.

Respectfully Submitted,  
KJ Whitley, Community Development Manager

DRAFT