City Hall, Peoria, Illinois, February 29, 2016, an East Village Growth Cell Advisory Committee Meeting was held at Easter Seals, 507 East Armstrong Avenue, with Chairperson Richard Mitchell presiding.

ROLL CALL

Roll call showed the following Committee Members present: Richard Mitchell (Council District 3 Rep), Shannon Techie (City of Peoria), Eric Setter (City of Peoria), Steve Katlack (Council District 3 Rep), Jessie McGown (Council District 3 Rep), Ron Jost (OSF), Marilyn Mosely (Council District 1 Rep), Michael McKenzie (School District 150), & Lynn Scott Pearson (Peoria County Board) – 9; Absent: Robert Wilton (Council District 2 Rep), & Jason Breede (OSF),– 2

STAFF & OTHERS

Council Member Riggenbach, Lisa Fisher and Nancy Mitchell were in attendance at the meeting.

APPROVAL OF THE NOVEMBER 2, 2015 MINUTES

Mr. Katlack moved to approve the minutes with grammatical corrections; seconded, by Mr. McGown. Approved Unanimously.

I. New Business
   i. EVGC Housing Program Application Update

Ms. Techie provided an update regarding the EVGC Housing Program applications received thus far:

   ❖ As of Friday, February 26, 2016, 42 applications were received.
   ❖ Common projects for which funding is requested include:
     o Siding
     o Front porch work
     o Driveways and private walkways
     o Roofs
     o Gutters
   ❖ General summary of types of work that are ineligible for program funding:
     o Garage floors (interior)
     o Sump pump
     o Public sidewalk (could look into City’s sidewalk participation program)
     o Interior ceiling repairs
     o General interior electrical work (not including efficiency improvements such as knob and tube wiring upgrades, which are eligible)

   ❖ CDBG funds will likely be exhausted relatively quickly, and will be allocated to the first 5 or 6 properties that are income eligible with a work scope that meets federal eligibility guidelines.

   ❖ One application was received for a duplex. Due to previous conversation by the Committee regarding the decision to not include non-owner occupied units, these applications will not be eligible for funds, as at least one unit is considered non-owner occupied. The applicants will be told to attend the July EVGC meeting when this topic will be revisited, with the potential to apply after that date.

   ❖ 11 applicants have unpaid city fines or fees (including garbage bill).

   ❖ Next steps:
     o Letters will be mailed to applicants by March 4th informing them about project eligibility and what items are eligible to receive funding through the program. The
first 16 who are eligible can then proceed obtaining two bids for eligible work. All others will be informed that they have been placed on a wait list and will receive an updated letter by May 2nd, informing them to obtain bids, as funding is available.

- Bids and any additional documentation requested of the first 16 eligible applicants must then be submitted by April 15th. If we don’t receive the requested information back by April 15th the application is no longer valid. The applicant must reapply, if still interested, and will be placed at the bottom of the wait list.
- Once the project is approved, the property owner will receive a notice to proceed. Work must begin within 30 days of the issuance of the notice to proceed.

The following questions were asked by Committee members and/or those in attendance:

1. As a follow-up from the last meeting, the question was asked regarding how change orders would be handled. City staff explained that the City would pay one half of the approved bid amount; any change in cost would be the responsibility of the home owner. It was further explained, that City staff looked at various options regarding change orders and this was the most workable option.

2. The question was asked as to what would be done if the contractor was busy and could not start work within 30 days of the notice to proceed. City staff explained that this was included to avoid funding being approved and work not taking place for an extended time. It was further explained that there could be some flexibility on this and this would be handled in a reasonable manner on a case by case basis.

Lisa Fisher explained that EBNHS had received 5 Health and Safety Loan Program applications from home owners that have also applied for the EVGC Housing Program and would like to use the Health and Safety Loan funds as their 50% match.

**CITIZENS’ OPPORTUNITY TO ADDRESS THE COMMITTEE**

There were no additional comments from the public.

**ADJOURNMENT**

Ms. Pearson moved to adjourn the EVGC Advisory Committee meeting; seconded by Mr. Katlack. Approved by viva voce vote.

The EVGC Committee adjourned at 6:25 p.m. on Monday, February 29, 2016.

*Next Meeting is Tuesday, April 5, 2016 at Easter Seals.*