

**MINUTES OF THE MEETING OF THE MAYOR
AND THE COMMITTEE-OF-THE-WHOLE OF
THE CITY OF EAST MOLINE, ILLINOIS
MONDAY, OCTOBER 5, 2020**

ROLL CALL

Mayor Freeman called the meeting to order and directed City Clerk Arletta D. Holmes to call the roll. The following Aldermen were present: Larry Toppert, Gary Almblade, Nancy Mulcahey, Jayne O'Brien, Frederic Kotoku, Maria Tapia and Jose Rico **6:52 p.m.**

ADDITIONS/CORRECTIONS TO AGENDA

None.

HUD FUNDS – DISCUSSION ITEM (Ms. Whiting – Finance Director)

The purpose of the discussion is to gather input from City Council on how the HUD funds that the City has available should be used and prioritized. The use of the funds must meet a national objective and eligibility requirements as outlined by HUD in the Code of Federal Regulations (CFR). Funds must be used in eligible census tracts with include Tract 206, 207, and 210. A map of each tract has been provided in the attached documents.

Items for discussion:

1. Presentation of current demolition and blight reduction activities in the City by *Dave Johnson*;
2. Ideas from Council on how funds should be expended, examples include demolition and blight reduction, sidewalk improvements, and facade improvements;
3. The City has two rehabilitation grant programs in which we partner with the City of Moline on; the Single Family Rehab Program in which eligible residents can receive up to \$45,000 to assist in making home repairs, and the Lead Based Paint Hazard Reduction Program in which eligible residents can receive assistance to address lead hazards in their homes. Moline addresses all inquiries and applications on behalf of the City of East Moline; this includes marketing - however since their focus isn't just East Moline, ideas on addressing how to market these programs to our residents is needed.

RECOMMENDATION:

This item is for discussion purposes only. Staff will bring back an outlined plan for the use of this funding for Council's consideration at a future date.

Mr. Johnson - Inspections Director, presented to the City Council information regarding several properties that the City is looking at either cleaning up, demolishing or rehabilitation. Mr. Johnson provided several examples of properties and what would need to be done in order to get these properties back on the tax rolls.

After a lengthy discussion was held regarding various aspects of this issue.

This item was for discussion only.

POLICIES AND PROCEDURES FOR QUALIFICATIONS BASED SELECTION (QBS) (Mr. Kammler, Director of Engineering)

State of Illinois statutes mandate both state and local public agencies select Architectural, Engineering and Land Surveying consultants on the basis of demonstrated competence and professional qualifications. The applicable Illinois compiled statutes include 30 ILCS 535 (Architectural, Engineering and Land Surveying Qualifications Based Selection Act) and 50 ILCS 510 (Local Government Professional Services Selection Act). For engineering agreements \$40,000 or greater which include federal funds, the city is required to prepare and maintain a written QBS policy which is fully compliant with Federal requirements of 23 CFR 172 and the Brooks Act. Said policies and procedures for the procurement, management, and administration of engineering and design related consultant services must follow the requirements outlined in Section 5-5 of the IDOT Local Roads Manual.

The City of East Moline is receiving Federal Funds for the Grand IL Trail project, a portion of which the city intends to utilize for the necessary construction engineering. As such, staff has drafted a QBS Policy & Procedures document which is attached for review and consideration. The city's written policies and procedures as described therein for Qualification Based Selection (QBS) were prepared to be commensurate with State of Illinois' law and to meet the requirements of 23 CFR 172 and the Brooks Act.

Bid Letting for this project is scheduled for January 2021; construction is scheduled to start Spring 2021. Staff would like to initiate the RFQ process for the project later this month.

RECOMMENDATION:

Approve the recommended Policy and Procedures for Qualification-Based Selection of Architects, Engineers, and Land Surveyors.

A motion was made by Alderman Almlade, seconded by Alderman Mulcahey to concur with the recommendation as presented. Upon roll call the following voted in favor: O'Brien, Kotoku, Tapia, Rico, Toppert, Almlade and Mulcahey. Motion carried.

ADJOURNMENT:

A motion was made by Alderman Almlade, seconded by Alderman Mulcahey, to adjourn the Committee-of-the-Whole meeting Upon roll call the following voted in favor: O'Brien, Kotoku, Tapia, Rico, Toppert, Almlade and Mulcahey. Motion carried. **7:34 p.m.**

Minutes taken and submitted

Arletta D Holmes, City Clerk