



Commercial/Industrial Revolving Loan Fund Meeting Agenda

February 8, 2024 - 9:00 AM

**City Council Chambers, City Hall, 3rd Floor,
1528 Third Avenue, Rock Island, IL**

- 1. Call to Order**
- 2. Roll Call**
- 3. Public Comment**
- 4. Opening Items**
 - a. Approval of the Joint CDC/CIRLF Meeting Minutes for November 20, 2023
 - b. Review of January 2024 Loan Report
- 5. Old Business**
 - a. Applications Update
 - b. Policies and Procedures Revision Update
- 6. Other Business/New Business**
 - a. Request from Community Development Division regarding use of CIRLF funds.
 - b. Approval of 2024 Meeting Calendar
 - c. Next Meeting: April 9th, 2024 - or as needed to review an application
- 7. Adjourn**

This agenda may be obtained in accessible formats by qualified persons with a disability by making appropriate arrangements from 8:00 am to 5:00 pm, Monday through Friday, by contacting the City Clerk's Office at (309) 732-2010 or visiting in person at: 1528 Third Avenue, Rock Island, IL 61201.

**Joint Meeting of Rock Island's Commercial Industrial Revolving
Loan Fund Committee and Community Development
Commission**

City Hall, City Council Chamber
1528 3rd Avenue, Rock Island, IL
November 20, 2023
5:30 PM



Voting Members Present Andy Boswell
 Alderman Bill Healy
 Frank Roe Jr.
 Hershel Jackson
 Jeremy Crafton
 Joan Dean
 Kaye Whitley
 Lawrence Davis
 Richinda Sakho
 Tom Thoms

Voting Members Absent Ametra Carrol-Castaneda
 Brandy VandeWalle
 Jen Osing
 Mayor Mike Thoms
 Tom Tarnow

Staff Present Miles Brainard
 Nichole Mata
 Tarah Sipes

Call to Order and Roll Call

Whitley called the meeting to order at 5:36 PM and took the roll.

Public Comment

There were no public comments.

Opening Items

Whitley asked for approval of the written agenda for November 20th, 2023. Crafton approved and Jackson 2nd the motion. No discussion and motioned carried unanimously on a vote of 10-0. The CDC October 2023 meeting minutes will be presented at the December meeting for approval.

Old Business

No old business.

New Business

Policies and procedures of the CIRLF Program were reviewed. Brainard presented the slideshow. Comments were heard and questions were answered.

Other Business

Next CDC meeting will be Tuesday, December 19, 2023 from 5:30PM – 6:30PM.

Next CIRLF meeting will be Tuesday, December 12th, 2023 from 8:30AM – 9:30AM.

Adjournment

Whitley asked for a motion to adjourn meeting at 7:08PM. Roe Jr approved and Crafton 2nd the motion. The motion carried unanimously on a vote of 10-0.

Memorandum**Community and Economic Development Department****To:** Community Development Commission**Subject:** Commercial Industrial Revolving Loan to fund the Central Fire Station**Date:** 1/10/2024

For the next Commission meeting, staff is recommending moving funding from the Commercial Industrial Revolving Loan (CIRLF) program funding to fund the public facilities project application request at the Central Fire House Station to complete a roof replacement. Staff has attached a copy of the application and project estimate. The Central Fire House Station is requesting \$259,410.00 to complete the project. The CIRLF Program currently has \$761,643.94 in the fund with no current application submitted for funding. To meet HUD's timeliness for 2024 staff will need to spend down the funding in the program. If we do not make timeliness we risk the possibility of losing the funding and having to return in back to HUD for not spending the money. Staff has reviewed the possibilities of moving funding out of the CIRLF fund to allocate to another project and HUD has agreed it is an eligible project/expense to use the funding on. This would be a one time request to move money out of this fund and reallocate it to another project.

Recommendation: The Community Development Department recommends that the Community Development Commission recommends funding the Central Firehouse Station with CIRLF funding to complete the roof replacement in 2024.

Submitted by:

Nichole Mata, Community Development Manager
Tarah Sipes, Economic Development Manager
Miles Brainard, CED Director

APPLICATION FORM

City of Rock Island, Illinois
Community Development Block Grant Program

City of Rock Island Applicants

July 1, 2024-June 30, 2025

**COMPLETE PACKET DUE
BY 12:00 PM Friday,
December 29, 2023**

Incomplete and/or late applications will not be accepted

Agency/Organization:

Executive Director:

Contact Person:

Address:

Zip Code:

Phone Number (8:00 a.m. to
5:00 p.m., M-F):

Email:

List all programs and amount requested (in whole dollars) for which your agency is applying:

2024

Program Applying For:

Request Amount:

☐ Check box if your Agency will be submitting more than one CDBG application

The total number of beneficiaries served by this program during CDBG 2024 will be:

The total number of Rock Island residents served by this program during CDBG 2024 will be:

**The Community and Economic Development Department will be
administering and managing the programs that are awarded CDBG
funds. This will ensure HUD requirements are fulfilled.**

1. PROJECT INFORMATION

A) Identify the population/area to be served and project location(s).

The City of Rock Island Fire Department Central House is located at 1313 5th Avenue, Rock Island, IL. The City of Rock Island Fire Department serves the entire population of Rock Island. In addition, the Rock Island Fire Department provides mutual aid, including structural firefighting, emergency medical services, fire investigations, confined space rescue, high angle rescue, trench rescue, and building collapse rescue, and hazardous materials responses, as a member of the Mutual Aid Box Alarm System. The Rock Island Fire Department one of the two fire departments in the Quad Cities area that provides car seat installation and education to caregivers.

B) Describe:

- The need for the program

The roof at the Rock Island Fire Department's Central House was damaged during a derecho approximately 7 years ago. The initial damage delaminated the rubber roofing and allowed water to saturate the insulation. The roof is approximately 20 years old and has additional ultraviolet damage and reaching the end of its predict lifespan.

- The services to be provided

At this time, the roof continues to leak water during rainfall. The water that enters the building saturates structural firefighter gear, vehicles, and other items for response. Rock Island Fire Department's Central House houses 7 full time operational staff, 5 administrative staff, is the central training location for the fire department and houses the fire department's supplies including training props and response equipment. The roof replacement allows the 59 members of the fire department to respond with gear and equipment in useable condition to its approximate 7,700 incidents within the City of Rock Island and its neighboring cities.

A. BUDGET SHEET

BUDGET FOR ENTIRE PROGRAM

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Budget Sheet A is the program budget. Specify other funding sources. All expenses for program need to be identified. Round to the nearest dollar, be specific with funding sources.

Program Name: _____

PROGRAM BUDGET							
EXPENSES	PRIOR YEAR (2022)		CURRENT YEAR (2023)		UPCOMING YEAR (2024)		
	BUDGETED	ACTUAL	BUDGETED	SOURCE(S)	PROPOSED TOTAL BUDGET	PROPOSED TOTAL CDBG	PROPOSED NON-CDBG FUNDING
TOTALS							
TOTAL PROPOSED PROGRAM BUDGET (2024)							
PERCENT CDBG OF TOTAL PROPOSED BUDGET (2024)							

Central Fire Station

Roof Replacement

The Building has 3 separate roofs

Roof 1	\$30/sq. ft	\$ 146,940.00
4,898 sq. ft		
Roof 2		
684 sq. ft	\$30/sq. ft	\$ 20,520.00
Roof 3	30/sq. ft	\$ 91,950.00
3,065 sq. ft		\$ 259,410.00 total
Permit fee	\$ 1,770.95	

This price should include removal of existing layer of underlayment and rubber roofing. Remove of parapet copes. Install new underlayment, rubber membrane, and new copes through over all the parapet walls. Replacing the cast with pvc on all the stacks on the exterior of the roof may be an upcharge is recommended at this time.

City of Rock Island

MEETING DATES AND APPLICATION DEADLINES FOR CIRLF LOAN PROGRAM

Program Year 2024

Meeting Date

February 8, 2024

April 9, 2024

June 11, 2024

August 13, 2024

October 8, 2024

December 10, 2024

Application Deadline

February 26, 2024

April 30, 2024

June 25, 2024

August 27, 2024

October 29, 2024

*All Dates are proposed until ratified by the committee.