

MEMORANDUM

COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT

TO: Thomas Thomas, City Manager

SUBJECT: Quad City Botanical Center Request

DATE: May 15, 2013

The Quad City Botanical Center (QCBC) is seeking cash flow assistance to help complete the Children's Garden project. On November 10, 2010, QCBC was awarded a \$250,000 grant through the Public Museum Capital Grants Program. This grant is a reimbursable grant and is to only be used for the delta portion of the project.

Ami Jenkins, Executive Director of QCBC, has expressed that they do not have the cash available to upfront the remaining \$237,500 costs (\$12,500 in design fees have already been incurred and paid by QCBC). Ami has asked if the City is able to donate the \$237,500 to QCBC with the understanding that they will pay the City back as QCBC is reimbursed by the Grantor. It has been confirmed by their Grantor that the expenses must be paid directly from QCBC in order to be eligible for reimbursement. Also, the grant must be fully utilized by December 31, 2013 (no extensions are available as they have already been granted a one-year extension already) so it appears that we will be paid back by the end of the fiscal year.

Recommendation: For City Council to approve a \$237,500 cash advance to Quad City Botanical Center for the purpose of fully utilizing their awarded Public Museum Capital Grant for the Children's Garden project.

Submitted by: Dena Haag, Budget and Grants Manager
Jeff Eder, Community and Economic Development Director
Cynthia Parchert, Finance Director

Approved: Thomas Thomas, City Manager



QUAD CITY BOTANICAL CENTER

2525 Fourth Avenue ■ Rock Island, Illinois 61201 ■ (309) 794-0991 ■ Fax (309) 794-1572

Dena M. Haag
City of Rock Island
1528 Third Avenue
Rock Island, Illinois 61201

May 15, 2013

Dear Dena,

Please consider the following request as it relates to the Children's Garden Phase One expansion project. The City of Rock Island will be administering the expenses of the project on behalf of the Quad City Botanical Center.

The project utilizes a Federal Byways grant in the amount of \$750,000 and a State Museums grant in the amount of \$250,000. The Byways grant was written in partnership with the City, and was awarded to the City, the Museums grant was written by and awarded to the Quad City Botanical Center.

These funds, along with other donations given to the Botanical Center, will be used to satisfy the expenses associated with the construction and construction oversight of Phase One.

The Museums grant is a reimbursement grant; expenses must be incurred and paid only by the grantee. The grant was written and awarded to build the Delta segment of the project; the Delta and the River together comprise the contract awarded to Brandt Construction, and signed by the City of Rock Island.

We respectfully request the assistance of the City to meet the criteria of the grant and make timely payments to Brandt Construction. We are asking the City to provide funds, in the amount of \$237,500 to our organization in advance of the construction project. These funds will be used to pay Brandt Construction and Hitchcock Design Group as expenses are incurred. The same expenses will then be submitted for reimbursement against the Museums grant. Funds received from the grantor will then be deposited in our accounts and paid back to the City. The grant must be expended by no later than December 31, 2013, without exception. This is in keeping with the timeline provided by Brandt Construction.

Please consider our request in the interest of our partnership, and for the efficiency of administering the payments associated with the project.

With Kindest Regards,

Ami Jenkins, Executive Director
Quad City Botanical Center