



## DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

*Grants Management Division*

### **m e m o r a n d u m**

**TO:** Laurel Lunt Prussing, Mayor

**FROM:** Elizabeth H. Tyler, AICP, Director Community Development Services

**DATE:** July 5, 2007

**SUBJECT:** **Urbana HOME Consortium Community Housing Development Organization Operating Agreements**  
**Ecological Construction Laboratory**  
**Homestead Corporation of Champaign-Urbana**  
**Urban League of Champaign County Development Corporation**

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### **Description**

Included on the agenda of the July 9, 2007 meeting of the Urbana City Council are the Urbana HOME Consortium Community Housing Development Organization (CHDO) Operating Agreements for Fiscal Year 2007-2008. The proposed agreements with Ecological Construction Laboratory, Homestead Corporation of Champaign-Urbana and the Urban League of Champaign County Development Corporation allocate HOME program funds for administration and operating costs associated with the operation and new development of affordable housing projects.

### **Issues**

The issue is whether the Urbana City Council should approve the ordinances authorizing execution of the CHDO operating agreements.

### **Background**

The HOME Investment Partnerships Program (HOME Program) allows up to five (5) percent of a grantee's annual funding to be used for the administration/operating costs of CHDOs. In FY 2007-2008 the Urbana HOME Consortium was awarded \$1,041,394 of which \$52,068 can be used in this manner.

The Urbana City Council approved the FY 2007-2008 Annual Action Plan (AAP) on April 16, 2007. The AAP identifies activities to be funded under the HOME Program including funds to be used for eligible CHDO operating activities. The AAP allocates operating funds of \$17,356 to Ecological Construction Laboratory; \$17,356 to Homestead Corporation; and \$17,356 to Urban League of Champaign County Development Corporation.

The Urbana Community Development Commission reviewed the agreements during its June 26, 2007 meeting and voted unanimously to forward the agreements to the Urbana City Council with a recommendation for approval.

## **Options**

1. Approve the Ordinances authorizing the execution of CHDO operating agreements with Ecological Construction Laboratory, Homestead Corporation of Champaign-Urbana and Urban League of Champaign County Development Corporation.
2. Approve the Ordinances with changes.
3. Do not approve the Ordinances.

## **Fiscal Impacts**

There would be no fiscal impact to the city budget. The HOME funding for CHDO Operating costs was allocated in the City of Urbana and Urbana HOME Consortium FY 2007-2008 Annual Action Plan and was included in the City of Urbana budget for Fiscal Year 2007-2008.

## **Recommendations**

The Community Development Commission and staff recommend approval of the agreements.

**Memorandum Prepared By:**

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**Janel D. Gomez**  
**HOME Coordinator**  
**Grants Management Division**

## **Attachments:**

- (1) An Ordinance Approving and Authorizing the Execution of an Urbana HOME Consortium Community Housing Development Organization Agreement – Ecological Construction Laboratory – CHDO Operating – FY 2007-2008
- (2) Urbana HOME Consortium Community Housing Development Organization Agreement – Ecological Construction Laboratory – CHDO Operating – FY 2007-2008
- (3) An Ordinance Approving and Authorizing the Execution of an Urbana HOME Consortium Community Housing Development Organization Agreement – Homestead Corporation of Champaign-Urbana CHDO Operating – FY 2007-2008
- (4) Urbana HOME Consortium Community Housing Development Organization Agreement – Homestead Corporation of Champaign-Urbana – CHDO Operating – FY 2007-2008

- (5) An Ordinance Approving and Authorizing the Execution of an Urbana HOME Consortium Community Housing Development Organization Agreement – Urban League of Champaign County Development Corporation – CHDO Operating – FY 2007-2008
- (6) Urbana HOME Consortium Community Housing Development Organization Agreement – Urban League of Champaign County Development Corporation – CHDO Operating – FY 2007-2008