



APPROVED by CD Commission 6-26-07
MINUTES
COMMUNITY DEVELOPMENT COMMISSION
Tuesday, April 24, 2007, City Council Chambers

Call to Order: Chairperson Cobb called the meeting to order at 7:05 p.m.

Roll Call: Connie Eldridge called the roll. A quorum was present.

Commission Members Present: Fred Cobb, Chris Diana, Anne Heinze Silvis, Dennis Vidoni

Commission Members Absent: Theresa Michelson, Joy Ready, Umesh Thakkar

Others Present: John Schneider, Janel Gomez and Connie Eldridge, Community Development Services; Joe Lewis, Urban League of Champaign County Development Corporation; James Veneruso.

Approval of Minutes: *Chairperson Cobb asked for approval or corrections to the March 24, 2007 minutes. Commissioner Silvis moved to approve the minutes, and Commissioner Diana seconded the motion. The motion carried unanimously.*

Petitions and Communications: None.

Staff Report: Referencing an earlier concern raised by Katrin Klingenberg, Commissioner Vidoni inquired whether Randy Burgett, Housing Rehabilitation Coordinator, had scheduled a meeting with the Ecological Construction Laboratory (e-co lab). Mr. Schneider answered yes and noted that he and Mayor Prussing also were present. Because Ms. Klingenberg is presenting information at conferences and e-co lab has had staff changes, Grants Management Division (GMD) staff is working to stay in contact with e-co lab to keep their project moving.

Mr. Schneider introduced Janel Gomez, GMD's new HOME Program Coordinator.

Mr. Schneider distributed and reviewed a staff briefing memorandum. The Department of Housing and Urban Development (HUD) renewed the Supportive Housing Program (SHP) Funding for Homeless Families in Transition on March 29, 2007. Staff submitted the SHP budget (Technical Submission) to HUD on April 12, 2007. The Urbana City Council approved the FY 2007-2008 Annual Action Plan (AAP), the Private Bond Cap Allocation (Assist Urbana), and the Illinois Housing Development Authority First-Time Homebuyer Single Family Programs.

Habitat for Humanity requested a variance to develop a two bedroom home at 1306 West Dublin Street. The Zoning Board of Appeals (ZBA) reviewed and approved this minor variance.

Other activities include GMD staff processing 47 Consolidated Social Service Funding applications for City Council consideration. The Affordable Housing Fair was held on Saturday, March 31. Because the turnout was lower, the Community Reinvestment Group is reconsidering how to get more participation. Neighborhood Cleanup will be held on Saturday, May 12.

Staff is continuing to work on the Consolidated Plan update, AAP, Notice of Funds Available (NOFA) for the Supportive Housing Program (SHP), and Environmental Review Record (ERR) for FY 2007-2008 AAP projects. There will be a Kerr Avenue Design Charrette on May 23-24.

In response to Commissioner Vidoni, Mr. Schneider explained that the Kerr Avenue Design Charrette will bring the City's consultant and major stakeholders together to provide input, discuss concepts and review the design. Commissioner Vidoni asked if charrettes were used with design-type meetings. Mr. Schneider replied these are used when a large development project involves public participation and may be held with neighborhood meetings.

Old Business: Chairperson Cobb asked if e-co lab had submitted a written request for additional funding for the FY 2007-2008 AAP. Mr. Schneider answered yes, and staff will provide a copy of the request for the commissioners.

New Business: **An Ordinance Approving and Authorizing the Execution of an Urbana HOME Consortium Community Housing Development Organization (CHDO) Developer Agreement - Urban League of Champaign County Development Corporation (Lease-Purchase Program FY 2006-2007)** – Mr. Schneider stated that the Lease Purchase Program has been on-going for several years, and it was funded in the 2006-2007 AAP. Due to a staff vacancy, this agreement took longer to process. GMD staff is recommending approval. Chairperson Cobb added that this was a good program and wanted it to continue.

Commissioner Vidoni moved to recommend to City Council approval of an Ordinance Approving and Authorizing the Execution of an Urbana HOME Consortium Community Housing Development Organization Developer Agreement – Urban League of Champaign County Development Corporation (Lease-Purchase Program FY 2006-2007). Commissioner Diana seconded the motion, and the motion carried unanimously.

An Ordinance Approving Modifications to the City of Urbana and Urbana/Champaign/Champaign County HOME Consortium FY 2003-2004 Annual Action Plan, FY 2004-2005 Annual Action Plan, FY 2005-2006 Annual Action Plan, and FY 2006-2007 Annual Action Plan – Mr. Schneider explained this was the best way to “clean up” the older AAPs, and he summarized the changes. Due to staffing issues, Champaign County will reallocate FY 2003-2004 and FY 2004-2005 HOME funds from Housing Rehabilitation to the Tenant Based Rental Assistance (TBRA) Program. Champaign County's staff currently administers the Shelter Plus Care (S+C) Program, which is similar to TBRA. This change will help them expend their HOME funds in a timely manner.

The City of Champaign requested their unobligated and carryover FY 2006-2007 HOME funds be allocated for the Taylor Thomas Subdivision and Douglass Park Neighborhood Infill. The

Douglass Park Project, which is in the FY 2007-2008 AAP, will be completed by Homestead Corporation.

Mr. Schneider summarized changes to the City of Urbana's HOME Program. Earlier the Urbana City Council approved HOME funds for the Ecological Construction Laboratory and Center for Women in Transition (CWIT). However, due to staff transitions, the FY 2004-2005 AAP was not amended. This needs to be done to clean up the process. The City of Urbana is also amending the FY 2005-2006 AAP to reallocate Unprogrammed Project funds and to increase the Owner Occupied Housing Rehabilitation Program. The City's auditor suggested amending the AAP to reflect actual expenditures. In addition, City of Urbana HOME funds for FY 2006-2007 will be reallocated from City Redevelopment Programs to Kerr Avenue Development Planning Project, which is an eligible Urbana affordable housing development project.

The City of Urbana's FY 2006-2007 Community Development Block Grant (CDBG) Program is being amended to reflect budget changes. Unobligated carry-over funds and remaining funds from earlier completed CDBG projects will be reallocated to the Harvey Street – Street and Sidewalk Improvement Project. The City of Urbana will also allocate \$75,000 in FY 2007-2008 CDBG funds for this project.

Every year the City of Urbana sets aside CDBG Public Service funds for the Consolidated Social Service Funds (CSSF). The AAP is amended later to include the specific activities and amount of funding. This budget amendment includes the breakdown for \$20,000 of FY 2006-2007 CDBG Public Service Funds.

Chairperson Cobb asked if these changes were accurate, and Mr. Schneider answered yes. There was a public hearing process which made the amendments available to the public 30 days before the actual hearings.

Regarding the reallocation for Champaign County's TBRA Program, Commissioner Vidoni wondered how the program would work, especially since the City of Urbana had problems spending TBRA funds. Mr. Schneider mentioned discussions with Champaign County Regional Planning Commission (RPC) on this topic. The TBRA Program takes quite a bit of staff time to work with each client; however, the RPC has enough staff capacity to administer the program. Continuous staff vacancies within the City's Grants Management Division had made it hard to administer this type of program. When the GMD staff member responsible for the TBRA Program retired, the City did not fill that position. The RPC, which administers many social service programs, is confident that they have the ability to run the program. The RPC also has a waiting list of participants.

Commissioner Vidoni requested a report next year on the TBRA Program and how the RPC made this program work. Mr. Schneider added that the TBRA Program is consistent with the type of programs that the RPC administers. The former Grants Management Division Manager, Bruce Stoffel, worked with many social service agencies to secure different types of federal funding for the community. During this developmental period, Mr. Stoffel personally handled many of these programs. Unfortunately when Mr. Stoffel left, the remaining staff did not have

experience to do this. Since that time, programs similar to TBRA and S+C have been transferred to the RPC.

Commissioner Diana moved to recommend to City Council approval of an Ordinance Approving Modifications to the City of Urbana and Urbana/Champaign/Champaign County HOME Consortium FY 2003-2004, FY 2004-2005, FY 2005-2006, and FY 2006-2007 Annual Action Plans. Commissioner Vidoni seconded the motion, and the motion carried unanimously.

Adjournment: Chairperson Cobb adjourned the meeting at 7:32 p.m.

Recorded by Connie Eldridge

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