



## DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

*Grants Management Division*

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

**TO:** Laurel Lunt Prussing, Mayor, City of Urbana

**FROM:** Elizabeth H. Tyler, FAICP, Community Development Director

**DATE:** April 7, 2011

**SUBJECT: AN ORDINANCE APPROVING AN AMENDMENT TO A CITY OF URBANA COMMUNITY DEVELOPMENT BLOCK GRANT AGREEMENT (Center for Women in Transition-Domestic Violence Program [formerly A Woman's Place], Project No. 1011-AAP-01)**

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### **Description**

On the agenda of the April 11, 2011 meeting of the Urbana City Council Committee of the Whole is an Ordinance Approving an Amendment to the City of Urbana Community Development Block Grant Agreement (Center for Women in Transition-Domestic Violence Program [formerly A Woman's Place], Project No. 1011-AAP-01). The proposed Amendment changes the scope of work for this project from repair of the foundation, drainage and grading work, and the installation of a new HVAC system, to the renovation of the kitchen at the domestic violence shelter (formerly A Woman's Place) operated by Center for Women in Transition (CWT).

### **Issues**

The issue is whether the Urbana City Council should approve the Ordinance.

### **Background**

On April 19, 2010, the Urbana City Council passed Ordinance No. 2010-04-024 approving the City of Urbana and Urbana HOME Consortium Annual Action Plan FY 2010-2011, which included funding to A Woman's Fund (AWF) for the repair of the foundation, installation of proper drainage and grading on the grounds, and installation of a new HVAC system at the shelter operated by A Woman's Place (AWP).

On July 1, 2010, Center for Women in Transition (CWT) and A Woman's Fund (AWF) merged. A Woman's Fund, the umbrella organization over AWP, was dissolved and AWP then became a part of CWT, who reorganized and designated AWP as their domestic violence program. On July 19, 2010, the Urbana City Council passed Ordinance No. 2010-07-061 approving the agreement between the City of Urbana and Center for Women in Transition for the project.

On January 21, 2011 the City of Urbana received a letter from John Sullivan, Executive Director at the Center for Women in Transition, requesting the grant funds be used for a different project at the same location, as the original project (the repair of the foundation, installation of proper drainage and grading on the grounds, and installation of a new HVAC system) had been completed through donations. The revised scope of work will be to renovate the kitchen.

On March 29, 2011, before the regular Community Development Commission meeting, there was a Public Hearing at 7:00 pm, since this is a minor amendment to the Annual Action Plan, in addition to an amendment to the grant agreement. John Sullivan, Executive Director, Center for Women in Transition, spoke in favor the minor amendment. No other comments were made.

At its March 29, 2011 regular meeting, the Urbana Community Development Commission voted unanimously to forward the Ordinance Approving the proposed Amendment to the Urbana City Council with a recommendation for approval (unapproved minutes attached).

## **Options**

1. Approve the Ordinance Approving the proposed Amendment to a City of Urbana Community Development Block Grant Agreement (Center for Women in Transition-Domestic Violence Program [formerly A Woman's Place], Project No. 1011-AAP-01).
2. Approve the Ordinance with suggested changes.
3. Do not approve the Ordinance.

## **Fiscal Impacts**

This amendment would not have any direct fiscal impact as these monies have been previously budgeted. Changing the scope of work will not have a negative impact on the City's timely expenditure of CDBG funds.

## **Recommendations**

Community Development staff recommends that the proposed amendment be approved by the Urbana City Council.

**Memorandum Prepared By:**

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**Kelly Hartford  
Interim Manager  
Grants Management Division**

## **Attachments:**

- (1) AN ORDINANCE APPROVING AN AMENDMENT TO A CITY OF URBANA COMMUNITY DEVELOPMENT BLOCK GRANT AGREEMENT (Center for Women in Transition-Domestic Violence Program, Project No. 1011-AAP-01)
- (2) An Amendment to a City of Urbana Community Development Block Grant Agreement (Center for Women in Transition-Domestic Violence Program, Project No. 1011-AAP-01)
- (3) City of Urbana and Urbana HOME Consortium Minor Amendment to FY 2010-2011 Annual Action Plan, with public hearing minutes
- (4) Community Development Commission unapproved meeting minutes from March 29, 2011

ORDINANCE NO. 2011-04-024

AN ORDINANCE APPROVING AN AMENDMENT TO A CITY OF URBANA  
COMMUNITY DEVELOPMENT BLOCK GRANT AGREEMENT

(Center for Women in Transition - Domestic Violence Program  
Project No. 1011-AAP-01)

WHEREAS, on April 19, 2010, the Urbana City Council passed Ordinance No. 2010-04-024 approving the City of Urbana and Urbana HOME Consortium Annual Action Plan FY 2010-2011.

WHEREAS, on July 1, 2010, the Center for Women in Transition (CWT) and A Woman's Fund, the umbrella organization over A Woman's Place, merged, and A Woman's Place became a program under the Center for Women in Transition.

WHEREAS, On July 19, 2010, the Urbana City Council passed Ordinance No. 2010-07-061 approving the agreement, which provided Thirty-One Thousand Eight Hundred Forty-Six and 00/100 dollars (\$31,846.00) in Community Development Block Grant (CDBG) funds towards the repair of the foundation, installation of proper drainage and grading on the grounds, and installation of a new HVAC system, at the domestic violence shelter (formerly A Woman's Place) operated by the Center for Women in Transition.

WHEREAS, the City and Center for Women in Transition now desire to amend the Community Development Block Grant (CDBG) Agreement to revise the scope of work to the renovation of the kitchen at the domestic violence shelter operated by the Center for Women in Transition; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1. That the City of Urbana hereby approves AN AMENDMENT TO A CITY OF URBANA COMMUNITY DEVELOPMENT BLOCK GRANT AGREEMENT (CENTER FOR WOMEN IN TRANSITION-DOMESTIC VIOLENCE PROGRAM, PROJECT NO. 1011-AAP-01), a copy of which is attached hereto and incorporated herein by reference, and authorizes

the Mayor of the City of Urbana to execute the same on behalf of the City of Urbana.

Section 2. That the Mayor of the City of Urbana, Illinois, be and the same is hereby authorized to execute and deliver and the City Clerk of the City of Urbana, Illinois, be and the same is authorized to attest to said execution of said Agreement as so authorized and approved for and on behalf of the City of Urbana, Illinois.

PASSED by the City Council this \_\_\_\_\_ day of \_\_\_\_\_,  
\_\_\_\_\_.

AYES:

NAYS:

ABSTAINS:

\_\_\_\_\_  
Phyllis D. Clark, City Clerk

APPROVED by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_,  
\_\_\_\_\_.

\_\_\_\_\_  
Laurel Lunt Prussing, Mayor

SUBRECIPIENT NAME: Center for Women in Transition  
PROJECT NO. 1011-AAP-01  
CFDA No. 14.218

**AN AMENDMENT TO A CITY OF URBANA  
COMMUNITY DEVELOPMENT BLOCK GRANT AGREEMENT**

**(Center for Women in Transition–Domestic Violence Program)  
Project No. 1011-AAP-01**

This CDBG Agreement is made this \_\_\_\_\_ day of April, 2011 between the City of Urbana, an Illinois Municipal Corporation (hereinafter referred to as the "City"), and Center for Women in Transition, an Illinois Not-For-Profit Organization (hereinafter referred to as the "Subgrantee").

**WITNESSETH:**

WHEREAS, the City has been designated as an "Entitlement" by the U. S. Department of Housing and Urban Development under provisions of the Housing and Community Development Act of 1974, as amended, and the City has received an entitlement of funds during the period July 1, 2010 - June 30, 2011, pursuant to the Community Development Block Grant Program (hereinafter referred to as the "CDBG Program"); and

WHEREAS, the Urbana City Council adopted a CDBG Program and budget which authorized funding for the repair of the foundation, installation of proper drainage and grading on the grounds, and installation of a new HVAC system, at the domestic violence shelter (formerly A Woman's Place) operated by Center for Women in Transition, located at 1304 East Main Street, Urbana; and

WHEREAS, the City has the right and authority under said CDBG Program to change the amount of funds allocated for CDBG Agreements; and

WHEREAS, on April 19, 2010, the Urbana City Council passed Ordinance No. 2010-04-024 approving the City of Urbana and Urbana HOME Consortium Annual Action Plan for Program Year 2010-2011.

WHEREAS, on January 21, 2011, the City of Urbana received a letter from the Center for Women in Transition requesting a change in the scope of work at the domestic violence shelter, to use the funds to renovate the kitchen instead of repairing the foundation, as the original work was completed due to a donation from a contractor.

NOW, THEREFORE, for and in consideration of the premises and of the mutual covenants and agreements herein contained, the parties agree as follows:

1. Page 1, No. 2 of the CDBG Agreement is hereby amended to replace the existing No. 2 with a new No. 2 as follows:

**The purpose of this CDBG Agreement is to pledge FY 2010-2011 CDBG program funds to: Renovate the kitchen at the domestic violence shelter (formerly A Woman’s Place), operated by Center for Women in Transition.**

2. Attachment C: Statement of Special Conditions – Program Delivery is hereby amended to replace the existing Program Delivery with a new Program Delivery as follows:

**The Subgrantee shall provide a suitable living environment which includes increasing access to quality public and private facilities and services. Renovation of the kitchen at the domestic violence shelter (formerly AWP) will increase the quality of the building, thus providing those residing there a better quality of life.**

3. All other provisions of said CDBG Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals, and have caused this instrument to be executed by their duly authorized officials and corporate seals affixed hereto, all on the day and year first above written.

CITY

SUBGRANTEE

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Attest: \_\_\_\_\_

Attest: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

SEAL

SEAL

# City of Urbana and Urbana HOME Consortium



## Minor Amendment to FY 2010-2011 Annual Action Plan

*(FY 2010-2011 CDBG Subrecipient Agreement)*

Prepared by:  
City of Urbana  
Community Development Services  
Grants Management Division  
400 South Vine Street  
Urbana, IL 61801  
217.384.2447

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## MINOR AMENDMENT TO CITY OF URBANA and URBANA HOME CONSORTIUM FY 2010-2011 ANNUAL ACTION PLAN

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The City of Urbana proposes to amend the scope of work for the Center for Women in Transition in the FY 2010-2011 Annual Action Plan (AAP). Originally, the funds were to be used for the repair of the foundation, installation of proper drainage/grading on the grounds, and installation of a new HVAC system, at the shelter previously operated by A Woman's Place, located on East Main Street, Urbana. The funding is no longer needed for this particular project, as it was completed with a donation from a local contractor. The Center for Women in Transition sent a letter to the City of Urbana requesting a change in the scope of work for the funding to be used to renovate the kitchen.

*Following is the change in the scope of work for the City of Urbana CDBG Public Facilities Program to be added in the FY 2010-2011 Annual Action Plan:*

### *CHANGE IN THE SCOPE OF WORK:*

**~~A Woman's Fund~~ Center for Women in Transition:** Funds will be used towards the repair of the foundation, installation of proper drainage and grading on the grounds, and installation of a new HVAC system for the renovation of the kitchen at the domestic violence shelter operated by A Woman's Place the Center for Women in Transition, located on East Main Street in Urbana.

***\$31,846***

Goal 5, Strategy 9; Goal 6, Strategy 1; Goal 6, Strategy 2

Citation – [24 CFR 570.201(c)]

Environmental – CATEGORICALLY EXCLUDED

**Objective:** Create Suitable Living Environment by providing access to services and counseling for homeless domestic violence victims with children to assist with transition into more permanent housing.

**Outcomes:** Accessibility for the purpose of providing suitable living environment.

**Outcome Indicators:** Number of persons who will benefit from this project, with increased access to this shelter (estimated: 400).

**CITY OF URBANA & URBANA HOME CONSORTIUM  
MINOR ADMENDMENT TO ANNUAL ACTION PLAN FY 2011-2012  
Center for Women in Transition  
Domestic Violence Program - Project No. 1011-AAP-01  
PUBLIC HEARING**

**Tuesday, March 29, 2011, 7:00 p.m.  
City Council Chambers, 400 S. Vine Street, Urbana, IL**

**Minutes**

**Present:**

- Community Development Commission: Acting Chairperson Anne Silvis, Janice Bengtson, Chris Diana, George Francis, Jerry Moreland, Brad Roof, Dennis Vidoni
- City of Urbana Grants Management Division: John Schneider, Connie Eldridge, Jennifer Gonzalez, Kelly Hartford
- John Sullivan and Andy Harmon, Center for Women in Transition; Shireen Schrock, Planned Parenthood of Illinois; Stephanie Bond and Candice Sloan, Main Street Properties

The Community Development Commission and Grants Management Division staff were prepared to receive interested citizens at 7:00 p.m.

Acting Chairperson Silvis called the public hearing to order at 7:05 p.m. She stated the purpose of this public hearing was to receive input on the proposed minor amendment to the City of Urbana and Urbana HOME Annual Action Plan (AAP) for Fiscal Year (FY) 2010-2011, Center for Women in Transition – Domestic Violence Program, Project No. 1011-AAP-01.

Notice of the public hearing was posted on the City of Urbana's website on Tuesday, March 8, 2011 and also mailed and emailed to various social service agencies and interested citizens.

John Sullivan, Executive Director of Center for Women in Transition (CWT), voiced his support for this amendment. Kelly Hartford distributed copies of the estimated budget for the kitchen renovation at the Domestic Violence Shelter on Main Street in Urbana. CWT requested the change in scope, which required a minor amendment.

There were no other comments.

Acting Chairperson Silvis adjourned the public hearing at 7:07 p.m.

Respectfully Submitted

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Connie Eldridge, Recording Secretary



**UNAPPROVED**  
**MINUTES – RESCHEDULED REGULAR MEETING**  
**COMMUNITY DEVELOPMENT COMMISSION**  
**Tuesday, March 29, 2011, City Council Chambers**  
**400 South Vine Street, Urbana, IL 61801**

**Public Hearing on the Proposed Minor Amendment to the City of Urbana & Urbana HOME Consortium Annual Action Plan for FY 2010-2011, Center for Women in Transition – Domestic Violence Program, Project No. 1011-AAP-01:** Acting Chairperson Silvis called the public hearing to order and declared it open at 7:05 p.m. Notice of the public hearing was posted on the City of Urbana’s website on Tuesday, March 8, 2011 and also mailed and emailed to various social service agencies and interested citizens.

John Sullivan, Executive Director of Center for Women in Transition (CWT), voiced his support for this amendment. Kelly Hartford distributed copies of the estimated budget for the kitchen renovation at the Domestic Violence Shelter on Main Street in Urbana. CWT requested the change in scope, which required a minor amendment. Seeing there were no other comments, Acting Chairperson Silvis adjourned the public hearing at 7:08 p.m.

**Public Hearing on the Proposed City of Urbana & Urbana HOME Consortium Annual Action Plan (AAP) for FY 2011-2012:** Acting Chairperson Silvis called the public hearing to order and declared it open at 7:08 p.m. The purpose of this public hearing was to receive input on the proposed AAP for FY 2011-2012. Notice of the public hearing was published on Wednesday, December 22, 2010 in the *Champaign-Urbana News-Gazette*, posted on the City of Urbana’s website, and mailed and emailed to various social service agencies and interested citizens. Seeing there were no comments, Acting Chairperson Silvis adjourned the public hearing at 7:09 p.m.

**Call to Order:** Acting Chairperson Silvis called the rescheduled regular meeting of the Community Development Commission to order at 7:09 p.m.

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

**Commission Members Present:** Anne Heinze Silvis, Janice Bengtson, Chris Diana, George Francis, Jerry Moreland, Brad Roof, Dennis Vidoni

**Commission Members Absent:** Fred Cobb, Theresa Michelson

**Others Present:** John Schneider, Kelly Hartford, Jennifer Gonzalez, and Connie Eldridge, Community Development Services; John Sullivan and Andy Harmon, Center for Women in Transition; Shireen Schrock, Planned Parenthood of Illinois; Stephanie Bond and Candice Sloan, Main Street Properties.

**Approval of the Minutes:** *Acting Chairperson Silvis asked for approval or corrections to the February 22, 2011 meeting minutes. Commissioner Bengtson moved to approve the minutes, and Commissioner Diana seconded the motion. The motion carried unanimously.*

**Petitions and Communications:** None.

**Staff Report:** Mr. Schneider distributed a staff memorandum dated February 22, 2011 and pamphlets for the Federal Reserve Bank of Chicago's *Money Smart Week* in Champaign County. The Department of Housing and Urban Development (HUD) still does not know the Congressional allocation of Community Development Block Grant (CDBG) and HOME Improvement Partnerships (HOME) funds. Although Congress is considering funding cuts, HUD suggested preparing the City's Annual Action Plan for FY 2011-2012 based on last year's funding allocations. The AAP must be submitted to HUD on May 13, 2011.

On February 22, 2011, staff participated in the 11<sup>th</sup> Annual Housing Fair and conducted a training session.

Jen Gonzalez invited commissioners to the kickoff luncheon for *Money Smart Week* at the Champaign Public Library on Thursday, March 31, 2011. A variety of public educational classes, seminars and activities will take place April 2-9.

Gordon Skinner, Division Manager of Building Safety Division, is retiring, and John Schneider will be transferring to that position. Kelly Hartford has been named as Interim Division Manager of Grants Management Division.

**Old Business:**        **An Ordinance Approving the City of Urbana and Urbana HOME Consortium (Champaign/Urbana/Champaign County) Annual Action Plan for Fiscal Year 2011-2012** – Mr. Schneider stated the draft AAP on display included a Rental Rehabilitation Program; however, this version does not. There have been requests for other programs, so this AAP proposes funding to be allocated to one or more programs: Acquisition-Rehab Program; Purchase-Rehab-Resell Program; and Kerr Avenue Sustainable Development. Concerning the Kerr Avenue Project, the Illinois Housing Development Authority (IHDA) did not fund Ecological Construction Laboratory's application because the number of vacant rental units on the local market did not support building new rental units. Mr. Schneider mentioned options such as Rental Rehabilitation, a Small Rental Properties Program (SRPP), and Tenant Based Rental Assistance (TBRA).

Referencing the Center for Women in Transition (CWT) project to install sprinklers, Commissioner Roof noted only 60% of the project was funded and asked if the project would be completed this year. John Sullivan, Executive Director of CWT, stated they would have to make up the difference. He did not know if the project would be finished by the end of the year. Andy Harmon, Facilities Director at CWT, noted the section of the actual women's shelter has sprinklers. This project is to add sprinklers to the administrative offices in the older section. This is a safety, not code, issue that the insurance company strongly indicated should be done.

Referencing the C-U Independence project, Commissioner Roof mentioned his visit to the site, and he now agreed that the sprinkler system should be painted. However, he continued to question the logic for allocating funding to a project based on the number of Urbana residents served. Commissioner Roof did not want this allocation used exclusively and felt it was also

valid to fully fund a project based on its merit. He supported fully funding CWT's project to install sprinklers.

There was discussion on whether or not the AAP funding allocations should be changed at this time. Acting Chairperson Silvis said there was not enough money to fund every project. She suggested noting this continuing discomfort with percentages, having a study session, and coming to an agreement on how to fairly allocate funds. Commissioner Bengtson felt this had been discussed quite a bit and did not want to reopen this issue. Commissioner Francis agreed with Commissioner Roof. Mr. Schneider stated if CWT felt the sprinkler project was very important, they should have requested their CDBG amendment be applied to the sprinklers rather than remodeling their kitchen. In the past, City Council has used number of Urbana residents served to determine amount of funding. Any formula created by the CD Commission would need to be presented to Council. Also, there are concerns about the schedule and major Congressional reductions of CDBG and HOME funds.

CU Independence's original request to fund installation of sprinklers came in FY 2008-2009. Although new City codes required installation of sprinklers, the City did not fully fund the project. After using their match funds, they are now requesting additional funds to complete this project.

Commissioner Vidoni believed the principle of proportionality has weaknesses and wanted it to be modified. Also, he questioned the statement, "...budget will be adjusted to reflect actual allocations." Mr. Schneider replied that the City is waiting for HUD to determine funding. Staff may need to recalculate funding in order to keep as many projects as possible.

Commissioner Vidoni asked about carryover funds for property acquisition in support of new construction. Mr. Schneider replied there are two property acquisitions scheduled for the next City Council meeting. He also discussed HUD's approval of the Housing Authority of Champaign County's project to vacate and demolish the public housing at Dunbar Court and Joann Dorsey Homes. The Housing Authority has requested funds for site clearance in preparation for redevelopment. The City does not have enough funds to support this request, but would hope to provide local HOME and Community Housing Development Organization (CHDO) funding, as it did for Crystal View Townhomes.

There was discussion on the AAP process, timeline, and whether there was a need for another public hearing. Mr. Schneider stated that the CD Commission, the public and City staff are advisory; City Council makes the final funding recommendations.

Stephanie Bond and Candice Sloan, Main Street Properties, discussed their concern that the FY 2011-2012 AAP did not include a Rental Rehabilitation Program. They had applied for HOME funds to rehabilitate their East Washington Street apartments. Ms. Bond reviewed their efforts to evict troublemakers and clean up this neighborhood. Pioneer Seed Company has rented the units for their transient migrant workers over the past five years. The rental units are boarded up the remainder of the year. This is not the most optimal use of this property. However, the units need to be remodeled to market them, and they do not have funding to do all the required work. Ms. Bond stated that she is a CPA and is prepared to work under federal regulations.

In response to Commissioner Roof, Ms. Sloan mentioned discussions with staff about funding, administrative issues, and the decision not to proceed with a Rental Rehabilitation Program. Mr. Schneider clarified the issues are staff changes, capacity, and the amount of federal allocation. Rental rehabilitation projects over 11 units require much more City administration, and include on-site monitoring, weekly payroll checks, Davis Bacon Prevailing Wage regulations, etc. Another choice that was discussed was allocating HOME funds to a TBRA Program.

Noting the large scope of their request, Commissioner Roof suggested modifying their application for next year. Mr. Schneider mentioned timeliness issues and allocating older HOME funds to rehabilitate four to six units, which would be less staff intensive.

Ms. Bond and Ms. Sloan stated they would be willing to break the project into phases; however, to do this the FY 2011-2012 AAP must include a reference to a Rental Registration Program. Mr. Schneider noted Davis Bacon regulations would apply even if the project was divided into phases. A Rental Rehabilitation Program is labor-intensive because tenants' income must be documented, leases must be reviewed, and units must be inspected every year.

Ms. Sloan stated their company took a large risk when they put their funds into the East Washington Street properties. Noting the point of HOME funds is to provide housing to low-income persons, she requested their application be considered. Mr. Schneider stated the City is also interested in working in this neighborhood and keeping housing affordable. However, the demand for Rental Rehabilitation Program funds is larger than the amount of available funding.

*Commissioner Vidoni moved to recommend to City Council approval of an Ordinance Approving the City of Urbana and Urbana HOME Consortium (Champaign/Urbana/Champaign County) Annual Action Plan for Fiscal Year 2011-2012. Commissioner Francis seconded the motion, and the motion carried unanimously.*

**New Business: An Ordinance Approving an Amendment to a City of Urbana Community Development Block Grant Agreement (Center for Women in Transition – Domestic Violence Program Project No. 1011-AAP-01)** – Ms. Hartford reviewed the amendment to CWT's grant agreement to change the scope of work from repair of the foundation, installation of proper drainage and grading on the grounds, and installation of a new HVAC system to renovating the kitchen at the domestic violence shelter (formerly A Woman's Place). Commissioner Roof noted that renovating the kitchen meant CWT could not get their sprinkler system completed. Mr. Sullivan responded that this funding included pipe work and changing the sprinkler in the kitchen.

*Commissioner Roof moved to recommend to City Council approval of an Ordinance Approving an Amendment to a City of Urbana Community Development Block Grant Agreement (Center for Women in Transition – Domestic Violence Program Project No. 1011-AAP-01). Commissioner Roof seconded the motion, and the motion carried unanimously.*

**CDBG Public Service Funding Priorities as part of the Consolidated Social Service Funding (CSSF) Pool** – Ms. Hartford stated that the CD Commission determines the priorities

for the CDBG portion of the CSSF Pool. \$12,500 of CDBG funds is combined with City of Urbana and Cunningham Township funds. The CD Commission may choose to fund any or all of the priorities. Last year the CD Commission chose the following priorities: (1) Youth & Seniors; (2) Homelessness; (3) Special (Needs) Populations; and (4) Services & Training for Low- and Moderate-Income Persons. Acting Chairperson Silvis remembered the CD Commission's discussion last year and felt it confirmed that these were good choices.

*Commissioner Roof moved to recommend that staff choose the CDBG Public Service Funding Priorities as part of the Consolidated Social Service Funding (CSSF) Pool as written.*

*Commissioner Vidoni seconded the motion, and the motion carried unanimously.*

Commissioner Roof thanked John Schneider for his work as Manager of the Grants Management Division.

**Adjournment:** Acting Chairperson Silvis adjourned the meeting at 8:12 pm.

Recorded by Connie Eldridge

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**UNAPPROVED**