

**CITY OF URBANA
COMMUNITY DEVELOPMENT COMMISSION
Tuesday, May 22, 2001, City Council Chambers
Minutes**

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

Commission Members Absent: Robert Lewis, Jon Liebman, Gigi Paquin

Others Present: Bob Grewe, Mike Loschen, Connie Eldridge, and Community Development Services; Mary Anderson, Tri Vuong, and Dong Ha.

Call to Order: Chairperson Cobb called the meeting to order at 7:14 p.m. A quorum was present.

Approval of Minutes: *Chairperson Cobb asked for approval or corrections to the April 24, 2001 minutes. Commissioner Vidoni moved to approve the minutes. Commissioner Diana seconded the motion. The motion carried unanimously.*

Staff Report: Mr. Grewe distributed a staff report outline and briefly discussed several items. Mr. Burgett, the Housing Rehabilitation Coordinator, attended the National Lead-Safe Housing and Indoor Environmental Health Conference and Exposition. The City of Urbana is working as a consortium with the City of Champaign and Champaign County on contractor certification. There is a contractor's breakfast scheduled to discuss liability issues. The main priority is to get a pool of certified contractors.

Neighborhood Cleanup was very successful. Although final figures were not yet determined, staff believed more households participated than last fall.

The Affordable Housing Fair, which was held at Lincoln Square Mall on Saturday, April 28, was well attended.

Concerning the King Park Community Center, Mr. Grewe met with Nigel Austin, Community and Economic Development Extension Educator with the University of Illinois. The public component of the planning process would begin in September.

Staff needs to further develop analysis of projects and proposals, especially methodologies to weigh pros and cons.

The HOME Consortium Intergovernmental Agreement will either be amended or a new agreement will be adopted. One issue concerns the decision-making process for funding. For example, current guidelines require full agreement among consortium members to fund a CHDO. With the possibility of five CHDOs requesting funds, consortium members will need to address differences. Another issue concerns administration of the consortium.

Regarding the HUD 2002 budget, staff anticipates the need to gain competency in tax credits.

Staff from Prairie Center would like to address the Community Development Commission on future projects.

City Council inquired why funds remained in the Tenant Based Rent Assistance (TBRA) program. Staff will review the program and determine why clients are not using the TBRA program.

Chairperson Cobb asked if Homestead Corporation needed more units. Referencing Homestead's funding through the Annual Action Plan, Mr. Grewe was not aware of a new request. Mr. Loschen confirmed HOME and CHDO funding for Homestead Corporation to acquire and rent single-family residences. Mr. Grewe also mentioned that Homestead Corporation applied for funding for staff Consolidated Social Service Funding.

There will be a request for additional units in the Shelter Plus Care renewal next year.

Petitions and Communications: None.

Old Business: **Annual Action Plan FY2001-2002** – After distributing the Annual Action Plan as approved by City Council, Mr. Grewe stated that City Council provided funding to Illinois Center for Citizen Involvement (ICfCI) for property acquisition. The change was made to the Community Development Block Grant project for Property Acquisition in Support of New Construction and Relocation/Clearance/Disposition Activities (FY01/02). Commissioner Vidoni asked why CDBG funds were used instead of HOME funds. Mr. Grewe discussed HOME administrative requirements that required another public review. Commissioner Diana remembered the discussion during the City Council meeting concerned the city's authority to acquire property versus a private entity's authority. Mr. Grewe agreed and added that ICfCI felt it was essential to their mission that properties be identified, purchased and conveyed. Commissioner Diana stated that it was a conflict of interest for an organization to be involved in site selection and then receive those sites.

Mr. Grewe discussed defining value of activities and measuring outcomes. Staff will need to work with ICfCI on measurable goals. Commissioner Diana requested staff provide guidance to avoid future problems. Mr. Grewe mentioned re-instituting the pre-award workshop/briefing for subgrantees to discuss funding requirements and expectations. Mr. Loschen reviewed past workshops and noted these were a way to update the agencies on any changes to the federal requirements.

Mr. Grewe stated the Annual Action Plan was submitted to the Department of Housing and Urban Development (HUD). There was a question about the total amount of HOME funds, which staff and HUD are addressing. This will not impede the approval process of the Annual Action Plan.

Release of liens associated with Small Rental Properties Program at 402 West Oregon Street – Mr. Grewe commented that the city administration wanted a further briefing on this matter. At this time the Urbana School District has acquired almost all property on the street.

Amendment to Memorandum of Understanding for Tenant Based Rent Assistance (TBRA) Agreement with the Housing Authority – City Council approved this amendment on May 21. It is on the Housing Authority agenda for its next meeting.

New Business: Social Service Funding – Mr. Grewe distributed a table listing the agencies who applied for the Consolidated Social Service Funding. Ms. Rasmussen, who manages this process, had shared the Community Development Commission’s recommendations with City Council. 38 social service agencies requested \$965,000 in funding; however, only approximately \$250,000 is available. In response to Commissioner Vidoni, Mr. Grewe said about \$35,000 of available funding is CDBG funds; the balance is made up with Cunningham Township and general funds from the City of Urbana. City Council and Cunningham Township Board will make the funding decisions. In response to Commissioner Diana, Mr. Grewe replied the column titled “Urbana” referred to the percentage of low/moderate Urbana residents to benefit from the application. Chairperson Cobb and Commissioner Silvis thanked staff for creating the chart.

Neighborhood Assistance Grant Review – Mr. Grewe remembered that commissioners asked to revisit guidelines for the Neighborhood Organization Grant (NOG) program. Commissioner Silvis mentioned discussing objectives. Commissioner Diana proposed reviewing the earlier and later uses of the grants. Chairperson Cobb noted it was the consensus of the Community Development Commission to review this program at the July meeting.

Other - In response to Chairperson Cobb, Mr. Grewe described HUD’s approval process for the Annual Action Plan. HUD has 45 days to review and approve the plan. Staff will prepare necessary paperwork in advance so the City of Urbana may immediately draw down funds.

Staff will soon begin end-of-year reporting. The CAPER is due at HUD by mid-September. Mr. Grewe planned to review the CAPER with CD Commission and City Council.

Adjournment: Chairperson Cobb adjourned the meeting at 8:00 p.m.

Recorded by Connie Eldridge