



APPROVED by CD Commission 7-1-08
MINUTES
COMMUNITY DEVELOPMENT COMMISSION
Tuesday, April 22, 2008, City Council Chambers

Call to Order: Chairperson Cobb called the meeting to order at 7:09 p.m.

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

Commission Members Present: Fred Cobb, Chris Diana, George Francis, Jerry Moreland, Anne Heinze Silvis, Dennis Vidoni

Commission Members Absent: Theresa Michelson, Brad Roof

Others Present: John Schneider, Kelly Hartford, Janel Gomez and Connie Eldridge, Community Development Services.

Approval of Minutes: *Chairperson Cobb asked for approval or corrections to the March 25, 2008 minutes. Commissioner Vidoni made the following correction: Page 4, paragraph 2 should read, "In response to a question on community facilities, Chairperson Cobb remembered..." Chairperson Cobb made the following correction: Page 6, paragraph 3, last sentence should read, "...in his/her life, when they really need it." Commissioner Silvis moved to approve the minutes as modified, and Commissioner Francis seconded the motion. The motion carried unanimously.*

Petitions and Communications: None.

Staff Report: Mr. Schneider provided updates and distributed the following: a staff briefing memorandum dated April 22, 2008; a Minority Business Enterprise/Women Business Enterprise (MBE/WBE) report for the Department of Housing and Urban Development (HUD); a City of Urbana Private Bond Cap Activity Report; an American Dream Downpayment Initiative (ADDI) First-Time Homebuyer flyer; a Spring 2008 Neighborhood News newsletter; and an updated list of Community Development (CD) Commissioners. He reviewed the staff memorandum with HUD activities, City Council approvals, and Grants Management Division (GMD) staff activities.

Janel Gomez stated that the City Council has already received the City of Urbana Private Bond Cap Activity Report. The report summarizes the City of Urbana's first-time homebuyer programs with the Illinois Housing Development Authority (IHDA) and Stern Brothers. For 2005-2007, there were 60 loans for IHDA's First-Time Homebuyer Single Family Program (MRB) and 22 loans for IHDA's Mortgage Credit Certificate (MCC) Program. For 2007, there were 63 loans for Stern Brother's Assist Urbana Program. Ms. Gomez did not know how current the 2007 IHDA information was. Mr. Schneider noted the IHDA reports could be several months behind what is actually happening with the programs due to elapsed time when banks transfer the loans to IHDA.

Commissioner Vidoni commented on how quickly the first-time loan funds were “eaten up.” With the average price of a home sale in Champaign County at \$200,000 and the average loan at \$115,000, lower income families cannot afford to purchase a home without assistance.

Mr. Schneider stated that after the *Neighborhood News* is mailed, Grants Management Division staff receives many phone calls from citizens on the City’s programs.

MoneySmart Week was a success, with an average attendance of 10-20 persons per class. Ms. Gomez has been collecting surveys and inputting the information. She will provide an update at a later CDC meeting.

The City of Urbana will meet its May 1, 2008 timeliness deadline for expenditure of Community Development Block Grant (CDBG) funds. Entitlement communities may not have more than 1.5 of their CDBG grant amount unexpended as of May 1, each year.

Mr. Schneider discussed the impact of the City’s housing rehabilitation programs. Because of the Community Development’s neighborhood property survey, a woman contacted the City about her elderly aunt’s home. The home, which was not in good condition, had only 20 amp electrical service. Staff quickly installed smoke and carbon monoxide detectors while working with the 95 year old woman and her out-of-state niece. The niece moved her elderly aunt into an assisted living facility, and the elderly woman loves her new living situation.

The Acting City Attorney is researching Commissioner Roof’s suggestion about the City of Urbana acquiring funds for affordable housing through donations. Mr. Schneider said his understanding is if someone wanted to donate cash or properties to the City without designating where it would go, the City Attorney indicated this would be acceptable. However, with regard to affordable housing, it would be better for the not-for-profit agencies to solicit and accept donations for such projects.

Old Business: None.

New Business: **Supportive Housing Program (SHP) Grant Number IL01B703003:**

- **An Ordinance Approving a Supportive Housing Subrecipient Agreement Between the City of Urbana and A Woman’s Fund (AWF)**
- **An Ordinance Approving a Supportive Housing Subrecipient Agreement Between the City of Urbana and Center for Women in Transition (CWIT)**
- **An Ordinance Approving a Supportive Housing Subrecipient Agreement Between the City of Urbana and Salvation Army Services, Inc.**

Kelly Hartford stated that HUD issued a Notice of Funding Availability (NOFA) for SHP funds. The City of Urbana submitted an application to HUD through the Urbana-Champaign Continuum of Care, which consists of local government entities and not-for-profit agencies that focus on homelessness. The agreements are with agencies that participate in the SHP Homeless Families in Transition Project: A Woman’s Fund, CWIT, and Salvation Army Services. This program promotes the development of supportive housing and supportive services for homeless

persons. Funds may be used for supportive services (case management, outreach, life skills, housing placement, transportation), program operation, and administrative expenses.

After HUD notified the City of Urbana that the SHP grant was approved, the City completed an agreement with HUD. The City is required to have a subrecipient agreement with each participating agency. The total amount of the grant is \$205,649 with funds divided as follows: CWIT \$103,917; A Woman's Fund \$62,912; Salvation Army Services, Inc. \$33,786; City of Urbana administration \$5,034. The City receives administrative funds for preparation of the Annual Progress Report to HUD, audit, and staff costs. The grant runs from March 1, 2008 to February 28, 2009.

Commissioner Vidoni asked if there were other agencies with Supportive Housing Programs and if they applied. Ms. Hartford explained there are other grants (Shelter Plus Care Supportive Housing, Transitional or Supportive Housing for Mental Health). This particular grant, which has been around for 13 years, includes just these three agencies. The Mental Health Center of Champaign County has its own Transitional Housing (TH) programs, but they apply for other grant funds.

Commissioner Vidoni asked if the Mental Health Center went off on its own. Ms. Hartford explained they are still part of the Continuum of Care. Mr. Schneider added that agencies can leverage grants through other avenues. For example, Developmental Services Center (DSC) applies for federal and state funds. The Continuum of Care was created when social service agencies saw the needs of the homeless. Shelter Plus Care is one example.

Commissioner Vidoni wanted to know if other agencies applied for these funds. Ms. Hartford responded this program focuses on homeless families in transition. The Mental Health Center focuses on homeless individuals. If an agency with TH programs for families joined the Continuum of Care, the grant agreement with HUD would need to be amended.

Chairperson Cobb noted that page 1, last paragraph references homeless persons. Ms. Hartford said the three agencies can take a few homeless women.

Chairperson Cobb inquired if the funds were broken down for each agency. Ms. Hartford stated that information is shown on page 2 of each agreement. Chairperson Cobb asked how staff knew if those were reasonable figures. Ms. Hartford answered the agencies must submit a budget as part of the SHP NOFA application. Mr. Schneider added that the Continuum of Care and HUD review these budgets. When the agencies request reimbursement, they must submit supporting documentation.

Chairperson Cobb wondered if the agencies were required to provide match funds and what happens if they cannot expend all of the grant funds. Mr. Schneider answered that an agency is required to provide matching funds; if an agency did not have match funds, HUD would take back its grant funds. Also, if the agency did not expend the entire grant at the end of the fiscal year, HUD would retrieve its funds. Chairperson Cobb asked if the funds would return to the Grants Management Division. Mr. Schneider said no, they would return directly to HUD.

Commissioner Diana moved to recommend to City Council approval of the following Supportive Housing Program Grant Agreements:

- *An Ordinance Approving a Supportive Housing Subrecipient Agreement Between the City of Urbana and A Woman's Fund (AWF)*
- *An Ordinance Approving a Supportive Housing Subrecipient Agreement Between the City of Urbana and Center for Women in Transition (CWIT)*
- *An Ordinance Approving a Supportive Housing Subrecipient Agreement Between the City of Urbana and Salvation Army Services, Inc.*

Commissioner Francis seconded the motion, and the motion carried unanimously.

Mr. Schneider said that potentially there may not be a need for the CD Commission to meet in May. However, David Gillon, Senior Vice President of Busey Bank, will attend the June 24th CD Commission meeting and explain the first-time homebuyer programs such as Assist Urbana and IHDA's MRB and MCC programs. Mr. Gillon has been in the banking business for many years.

Adjournment: Chairperson Cobb adjourned the meeting at 8:48 p.m.

Recorded by Connie Eldridge

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