



APPROVED with correction by CD Commission 5-24-11
**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 11th 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 local vacant rental units 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, clarified that the 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 Rehabilitation 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 Francis 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. The priorities are: (1) Youth & Seniors; (2) Homelessness; (3) Special (Needs) Populations; and (4) Services & Training for Low- and Moderate-Income Persons. 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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