



*UNAPPROVED*

**MINUTES**

**COMMUNITY DEVELOPMENT COMMISSION MEETING**

**October 27, 2020, virtually via Zoom**

**City of Urbana, 400 South Vine Street, Urbana, IL 61801**

**Call to Order and Roll Call:** Chairperson Heinze-Silvis called the meeting to order at 6:05pm.

**Commission Members Present:** Anne Heinze-Silvis, Chris Diana, Robert Freeman, Patricia Jones, Darius White, Abdulhakeem Salaam

**Commission Members Excused/Absent:** No members excused/absent

**Others Present:** Sheila Dodd, Grants Management Manager; Alyssa Jaje, Community Development Specialist; Jim Mueller, Habitat for Humanity.

**Approval of Minutes:** The August 25, 2020 minutes were presented for approval. Commissioner Jones motioned to approve the minutes. Commissioner Salaam seconded the motion. The motion carried by a roll call vote as follows:

Aye: Heinze-Silvis, Diana, Freeman, Jones, Salaam, White

No: None

**Additions to the Agenda:** There were no additions.

**Public Input:**

First Followers: Marlon Mitchell, the Executive Director, provided public comment regarding the role of First Followers in the community. Mitchell highlighted the organization's "Go Mad" Workforce Development Program, and the important role the CHDO grant plays in supporting this program. The program targets 18-24 year old African American males and provides soft skills training, language and literacy programs, and training in trade skills. First Followers has undertaken this work since 2016. The program builds relationships with young men who are unemployed, and provides the services they need to successfully enter the workforce. If awarded the CHDO grant, First Followers would be able to build capacity and expand their reach in the community.

**Presentations:**

Staff report: Staff has been attending trainings on two HUD funding programs. HUD’s final rules have been rolled out. Trainings regarding CDBG-CV rules and regulations, and sub-recipient monitoring certifications have been completed. CSSF grant agreements are being finalized. CON PLAN 2020/2024 has been submitted. HUD allowed an extension, but staff completed the plan along with the Annual Action Plan. Further funding required an amendment. Staff are continuing to work with Continuum of Care NOFA submission. Waiting on Emergency Solutions Grant funding. Urbana will get funds to help administer the program, which will be close to \$170,000. Staff are working with the city audit, which should be released the first part of December. The Abandoned Properties Program is winding down. Closing information will be provided to the State of Illinois.

Commissioner Diana asked about the Abandoned Properties Program and questioned what the amount of remaining funds and what they be used for. Sheila Dodd suggested the small amount of remaining funds may need to be returned since there is not enough for one complete project. Diana suggested a smaller garage or out building could be removed with the funding, and Dodd agreed to speak with building safety about that possibility.

**Unfinished Business:** There was no unfinished business.

**New Business:**

CHDO Applications: Alyssa Jaje noted two CHDO applications have been received, one from Habitat for Humanity, and the other from First Followers. First Followers has two properties located at 511 E Columbia and 612 E Columbia in Champaign. Both are five bedroom homes that will be converted to single-family occupancy for individuals with felony convictions. They are requesting \$26,120 for administration, and \$55,000 for their CHDO project. Habitat also has 2 properties, 1211 Eads in Urbana and 207 Kerr in Urbana. Single-family homes built for families who meet their income requirements. \$1,500 for admin costs and \$6,835 for project delivery costs. The funding for these projects is provided through the HOME consortia. CHDO funds are shared between Champaign, Urbana, and the County. This is a joint effort so the projects can be located in any of those communities.

Sheila Dodd requests that the Commission send a recommendation to council on whether or not to approve the two CHDO projects. Commissioner Freeman moves to forward the projects to Council with a recommendation for approval. Commissioner Jones seconds.

- Aye: Heinze-Silvis, Diana, Freeman, Jones, Salaam, White
- No: None
- Abstention: Salaam

CAPER update: Period for draft review. The report will be submitted to HUD after the November meeting of the Commission. Report will be brought to the November meeting for finalization. Commissioner Jones asked for clarification on the financial report, and how it is generated. Jones pointed out a typo as well.

ESG-CV: IDHS through HUD has released funding to the city. This funding will be used to help various homeless services. This year, the funding will focus on COVID response. Executive Committee for the CoC decided on July 31 to review applications and recommended funding. Recommendations went to Courage Connection, CCRPC Cunningham Children's Home, and City of Urbana who will administer two subrecipient programs, one with CU at Home, and one with Cunningham Township. The Township is on track to receive \$128,700 for its Bridge to Home Rapid Rehousing Program and \$12,870 for admin funding. CU at Home received \$42,947 for emergency shelter and \$4,294 for admin funding. No action needed from the Committee at this time.

CARES Funding: City to receive \$334,000. The same rules will apply, must be used to prepare for or respond to COVID-19. Commissioner Freeman asked about how small businesses can apply for PPP loans. And why some have gone out of business even if there is money available. How is the information communicated to businesses? To combat this, the City has targeted smaller business, especially woman or minority owned.

Chairperson Heinze-Silvis calls for a motion to recommend the amendment to the City of Urbana Consolidated Plan Annual Action Plan 2020/2021 to City Council. Commissioner Freeman moves to forward the amendment to Council with a recommendation for approval. Commissioner Jones seconds the motion.

Aye: Heinze-Silvis, Diana, Freeman, Jones, White

No:

Abstention: Salaam

**Adjournment:** Seeing no further business, Chairperson Heinze-Silvis adjourned the meeting at 6:49 p.m.

Recorded by:

Breaden J Belcher

Community Development Specialist