



DATE: Tuesday, August 26, 2025
TIME: 6:00 PM
PLACE: 400 South Vine Street, Urbana, IL 61801

AGENDA

- A. **Call to Order and Roll Call**
- B. **Approval of Minutes of Previous Meeting**
 - 1. June 03, 2025 - Special Meeting
- C. **Additions to Agenda**
- D. **Public Input**
- E. **Presentations**
- F. **Staff Report**
 - 1. Staff Briefing
- G. **Unfinished Business**
- H. **New Business**
- I. **Adjournment**

PUBLIC INPUT

The City of Urbana welcomes Public Input during open meetings of the City Council, the City Council's Committee of the Whole, City Boards and Commissions, and other City-sponsored meetings. Our goal is to foster respect for the meeting process, and respect for all people participating as members of the public body, city staff, and the general public. The City is required to conduct all business during public meetings. The presiding officer is responsible for conducting those meetings in an orderly and efficient manner. Public Input will be taken in the following ways:

Email Input

Public comments must be received prior to the closing of the meeting record (at the time of adjournment unless otherwise noted) at the following: citycouncil@urbanaininois.us. The subject line of the email must include the words "PUBLIC INPUT" and the meeting date. Your email will be sent to all City Council

All City meetings are broadcast on Urbana Public Television and live-streamed on the web. Details on how to watch are found on the UPTV webpage located at <https://www.urbanail.gov/executive-department/page/urbana-public-television>.

members, the Mayor, City Administrator, and City Clerk. Emailed public comments labeled as such will be incorporated into the public meeting record, with personal identifying information redacted. Copies of emails will be posted after the meeting minutes have been approved.

Written Input

Any member of the public may submit their comments addressed to the members of the public body in writing. If a person wishes their written comments to be included in the record of Public Input for the meeting, the writing should so state. Written comments must be received prior to the closing of the meeting record (at the time of adjournment unless otherwise noted).

Verbal Input

Protocol for Public Input is one of respect for the process of addressing the business of the City. Obscene or profane language, or other conduct that threatens to impede the orderly progress of the business conducted at the meeting is unacceptable.

Public comment shall be limited to no more than five (5) minutes per person. The Public Input portion of the meeting shall total no more than two (2) hours, unless otherwise shortened or extended by majority vote of the public body members present. The presiding officer or the city clerk or their designee, shall monitor each speaker's use of time and shall notify the speaker when the allotted time has expired. A person may participate and provide Public Input once during a meeting and may not cede time to another person, or split their time if Public Input is held at two (2) or more different times during a meeting. The presiding officer may give priority to those persons who indicate they wish to speak on an agenda item upon which a vote will be taken.

The presiding officer or public body members shall not enter into a dialogue with citizens. Questions from the public body members shall be for clarification purposes only. Public Input shall not be used as a time for problem solving or reacting to comments made but, rather, for hearing citizens for informational purposes only.

In order to maintain the efficient and orderly conduct and progress of the public meeting, the presiding officer of the meeting shall have the authority to raise a point of order and provide a verbal warning to a speaker who engages in the conduct or behavior proscribed under "Verbal Input". Any member of the public body participating in the meeting may also raise a point of order with the presiding officer and request that they provide a verbal warning to a speaker. If the speaker refuses to cease such conduct or behavior after being warned by the presiding officer, the presiding officer shall have the authority to mute the speaker's microphone and/or video presence at the meeting. The presiding officer will inform the speaker that they may send the remainder of their remarks via e-mail to the public body for inclusion in the meeting record.

Accommodation

If an accommodation is needed to participate in a City meeting, please contact the City Clerk's Office at least 48 hours in advance so that special arrangements can be made using one of the following methods:

- Phone: 217.384.2366

- Email: CityClerk@urbanaininois.us

DRAFT MINUTES OF A SPECIAL MEETING**URBANA COMMUNITY DEVELOPMENT COMMISSION****DATE:** June 03, 2025**TIME:** 6:00 P.M.**PLACE:** Council Chambers, City Hall, 400 South Vine Street, Urbana, Illinois

MEMBERS ATTENDING: Anne Heinze-Silvis, Patricia Jones, Alex Womack**MEMBERS EXCUSED:** Chris Diana, Robert Freeman**STAFF PRESENT:** Nick Olsen, Community Development Coordinator; Breaden Belcher, Grants Manager**OTHERS PRESENT:** None.

A. CALL TO ORDER and ROLL CALL

Chair Heinze-Silvis called the meeting to order at 6:02 p.m. Roll call was taken, and there was a quorum of the members present.

B. APPROVAL OF MINUTES OF PREVIOUS MEETING

Commissioner Jones motioned to approve the minutes of the March 25, 2025 regular meeting, which was seconded by commissioner Womack. All present voted in favor and the motion passed.

C. CHANGES TO THE AGENDA

There were none.

D. PUBLIC INPUT

There was none.

E. PRESENTATIONS

There were none.

F. STAFF REPORT

Mr. Olsen gave a staff report discussing the following items:

- An introduction to new commission member Alex Womack.
- A report on the May 10th Neighborhood Cleanup event, which served 201 households in Community Development Target Areas.
- An update on the Community Services Grant, through which the review committee would be recommending 16 programs for funding.

- FY25-26 CDBG and HOME allocation announcements: \$392,195.00 (CDBG), \$633,154.18 (HOME)
- FY2025-2029 Consolidated Plan/FY 2025-26 Annual Action Plan approval update: Discussed at Committee of the Whole on June 2, would be receiving vote for final approval on June 9.

G. UNFINISHED BUSINESS

There was none.

H. NEW BUSINESS

- 1. A Resolution Approving and Authorizing the Execution of a Housing & Homeless Innovations II Subrecipient Agreement Between the City of Urbana and Champaign County Healthcare Consumers for Special Populations Outreach & Enrollment**
- 2. A Resolution Approving and Authorizing the Execution Resolution Approving and Authorizing the Execution of a Housing & Homeless Innovations II Subrecipient Agreement Between the City of Urbana and Champaign County Regional Planning Commission for Emergency Shelter for Families Comfort Corner**
- 3. A Resolution Approving and Authorizing the Execution Housing & Homeless Innovations II Subrecipient Agreement Between the City of Urbana and City of Champaign Township for Strides – Supportive Services**
- 4. A Resolution Approving and Authorizing the Execution Housing & Homeless Innovations II Subrecipient Agreement Between the City of Urbana and CU at Home, Inc. for Mattis Shelter Operating Support**

Mr. Belcher discussed new business items 1-4, all pertaining to the City of Urbana Housing & Homeless Innovations (HHI) Grant program together. He provided background on the Grant program, and noted that HHI round II funding pool consists of ARPA, HOME-ARP, DCEO, and City of Urbana General Funds, and that agreements for programs receiving HOME-ARP funds are under the purview of the Community Development Commission.

Commissioner Jones asked for more information on what Supportive Services consist of. Mr. Belcher responded that supportive services consist of a variety of wraparound case management services helping homeless individuals find stable housing and address other needs, such as access health services, benefit programs, and employment opportunities.

Commissioner Jones moved to create an omnibus of new business items 1-4, seconded by Alex Womack. All present voted in favor. Commissioner Jones then missioned to forward the omnibus item to Committee of the Whole with a recommendation of approval, seconded by Commissioner Womack. All present voted in favor.

- 5. A Resolution Approving Amendment No. 2 to an Urbana HOME Consortium Subrecipient Agreement – Champaign County Regional Planning Commission – Housing Navigation Program – HOME ARP FY 2021/2022**

Mr. Belcher discussed item number 5 under new business, explaining that it would amend an agreement with the Champaign County Regional Planning Commission to provide Housing Navigation services using HOME-ARP funds through the next fiscal year.

Commissioner Jones motioned to forward the resolution to Committee of the Whole with a recommendation of approval, seconded by Commissioner Womack. All present voted in favor.

H. ADJOURNMENT

The meeting was adjourned at 6:30 pm.

Respectfully submitted,



Nick Olsen,
Community Development Coordinator
City of Urbana



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

GRANTS MANAGEMENT DIVISION

TO: Community Development Commission Members
FROM: Nick Olsen, Interim Grants Division Manager
DATE: August 26, 2025
SUBJECT: Staff Briefing

Grants Management Division Activities

- Staffing update
- CAPER update
- HHI Update
- Commission recruiting