



DATE: Tuesday, February 25, 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. January 28, 2025 – Regular 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 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@urbanillinois.us

**City of Urbana
Community Development Commission
DRAFT Meeting Minutes**

DATE: 1-28-2025

TIME: 6:00 P.M. (Actual: 6:01)

LOCATION: Urbana City Council Chambers
400 S. Vine Street, Urbana, IL

A. Call to Order and Roll Call

Commissioner	PRESENT
Chris Diana	Yes
Robert Freeman	No
Patricia Jones	Yes
Anne Heinze Silvis	Yes
DeShawn Williams	No

Staff present: Nick Olsen

B. Approval of Minutes of Previous Meeting

Corrections noted: Yes No

Approved: Yes No

w/Corrections: Yes No N/A

Moved by: Patricia Jones Seconded by: Chris Diana

C. Additions to the Agenda

None

D. Public Input

None

E. Presentations

1. Staff Report:

Nick Olsen, Community Development Coordinator, spoke on the following:
Some uncertainty on status of federal grants in light of recent executive orders; waiting for more details from HUD.

Consolidated Plan/Annual Action Plan update:
-Progress has been made on next Consolidated Plan (2025-2029); this includes next year's Action Plan (AAP).
-Feb 24th is current target date chosen to release Draft of the plan
-Feb 25th is regularly scheduled CDC meeting, planning to schedule Public Hearing on Consolidated Plan/AAP for the same day.
-March 17th: Presentation to the Committee of the Whole
-March 25th bringing Draft back to CDC, after the public comment period has ended, with the goal of getting a formal recommendation.
-April 21st: Consolidated Plan will be brought back to Committee of the Whole for an actual vote and then it will go to City Council for final approval.
-May 16th is the deadline the Grants team is working with for submission to HUD.

Second round of Housing and Homeless Innovations Program:
-Initially launched in 2022
-Includes City General Funds, HOME-ARP, and ARPA funds
-Targets Shelters, Supportive Services and Housing Navigation
-Accepting applications until February 5th

Expansion and change of name of Youth Services Grant to Community Services Grant:
-Eligibility expanded to programs service low-income Urbana residents (no longer limited to youth)
-Will cover 2025-2026
-Accepting Applications starting February 3rd
-Deadline April 7th

Other presentation(s):

Staff Report, continued:

Point in Time Count
-Took place on January 22nd
-Results will be available in coming months.

Neighborhood Cleanup Day
-Scheduled for May 10th 2025
-Households in our community target areas are eligible to bring certain items needing to be disposed of.
-This program also offers pick up of items for households where a person is elderly or physically disabled.
-Will be sending out mail notices March.

F. **Unfinished Business:**

None

G. **New Business:**

Nick Olsen provided an overview of the process for certification of Habitat for Humanity of Champaign County as a Community Housing Development Organization:
-CHDOs are non-profit organization with the capacity to develop affordable housing
-Eligible to receive funds through a specific set-aside of the HOME Program
-Required to be re-certified annually
-Habitat has requested \$150,000 in development costs for four projects, one in Urbana and three in Champaign
-\$37,500 per project
-Also requesting an additional \$26,000 in operating costs
-Staff recommend approval of certification and funding agreement, finding it would be consistent with local affordable housing goals

Chad Hoffman from Habitat for Humanity gave an overview of each of the four CHDO projects.

A Resolution Certifying a Community Housing Development Organization for the Urbana HOME Consortium (Habitat for Humanity, PY 2025):
Patricia Jones Motions to approve
Chris Diana Seconds
-Motion approved unanimously

A Resolution Approving and Authorizing the Execution of an Urbana HOME Consortium Community Housing Development Organization Funding Agreement (Habitat for Humanity, PY 2025):
Patricia Jones moves to approve
Chris Diana Seconds
-Motion approved unanimously

H. **Adjournment**

TIME: (Actual: 6 : 19)



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

GRANTS MANAGEMENT DIVISION

TO: Community Development Commission Members
FROM: Breaden Belcher, Grants Division Manager
DATE: February 25, 2025
SUBJECT: Staff Briefing

Grants Management Division Activities

- Neighborhood Cleanup Day
- Community Services Grant Program
- Update on federal funding freeze