



DATE: Tuesday, August 25, 2026
TIME: 6:00 PM
PLACE: 400 South Vine Street, Urbana, IL 61801

AGENDA

- A. Call to Order Regular Meeting, Roll Call, and Declaration of Quorum**
- B. Approval of Minutes of Previous Meeting**
 - 1. July 2026 CD Commission Meeting Minutes
- C. Petitions and Communications**
- D. Audience Participation**
- E. Staff Report**
- F. Old Business**
- G. New Business**
 - [1. Housing Rehab Grant Program Updates](#)
 - [2. Resolution - Cunningham Township Supervisors Office Rental Assistance](#)
 - [3. Resolution Courage Connection Tenant Based Rental Assistance](#)
- H. Study Session**
- 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

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>.

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@urbanail.gov. 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@urbanail.gov

Housing Rehabilitation Grant – 2027-2028 Pilot

Each year the City of Urbana receives Community Development Block Grant (CDBG) funding from the US Department of Housing and Urban Development (HUD). These funds are to benefit low- and moderate-income individuals and households in the City. One of the programs the City facilitates is the Housing Rehabilitation Grant Program. This program provides funds for eligible individuals to make repairs on their house. In the 2026-2027 program year, the City has designated \$128,000 for this program. Grants are up to \$15,000 and additional environmental costs may be included. This means that the City can assist with approximately seven (7) houses. In 2027-2028 the Grants Management Division is planning to pilot a new process for the Housing Rehab Grant Program, a lottery system to streamline the Rehab Grant process.

Lottery system - • Application open for a select period (Mid-January to end of February) • Eligible applicants will be entered into the drawing. (March) • Awardees are drawn, environmental reviews and assessments completed. (March and April) • Projects bid (June) • Work will be scheduled to start after July 1st.
• Remove the word 'Emergency' from current housing rehab and accessibility grant programs and combine all these grant programs into one grant.
Eligible activities: • Accessibility • Roofing • Heating Ventilation and Air Conditioning (HVAC)
• Owner-Occupied single-family properties ONLY
Urbana residents only: • Property taxes are paid • Proof of ownership • Lived in house for at least one year • Primary residence
• Income must be 50% or less area median income (AMI)
• Applicants can be awarded a grant once every five years

- Anyone that received a housing rehabilitation grant from the City of Urbana in the past five (5) years is ineligible to apply until five years from the completion of work has occurred.

FY 2026 Income Limits Summary

FY 2026 Income Limit Area	Median Family Income	FY 2026 Income Limit Category	Persons in Family								Download .csv
			1	2	3	4	5	6	7	8	
Champaign-Urbana, IL HUD Metro FMR Area	\$114,300	Very Low (50%) Income Limits (\$)	38,850	44,400	49,950	55,450	59,900	64,350	68,800	73,200	
		Extremely Low Income Limits (\$)*	23,300	26,600	29,950	33,250	38,680	44,360	50,040	55,720	
		Low (80%) Income Limits (\$)	62,100	71,000	79,850	88,700	95,800	102,900	110,000	117,100	



City of Urbana
400 S Vine Street, Urbana, IL 61801
www.urbanailinois.us

MEMORANDUM TO THE COMMUNITY DEVELOPMENT COMMISSION

Meeting: August 25, 2026

Subject: A Resolution Approving and Authorizing the Execution of an Intergovernmental Agreement for Rental Assistance Between the City of Urbana and Cunningham Township Supervisor's Office FY27

Summary

Action Requested

The City of Urbana Grants Division requests the Community Development Commission forward the attached resolution approving and authorizing a Community Development Block Grant (CDBG) intergovernmental agreement with Cunningham Township Supervisor's Office (CTSO) to provide emergency rental assistance to the Urbana Committee of the Whole with a recommendation of approval.

Relationship to City Services and Priorities

Impact on Core Services

There will be no direct impact on core city services as a result of approving this resolution. Funds will come from the Department of Housing and Urban Development's Community Development Block Grant allocation. By providing emergency assistance resources to households facing eviction or homelessness, the City may see benefits in the form of reduced stress on emergency resources.

Strategic Goals & Plans

The execution of the subrecipient agreements will further the goals and objectives outlined in the City's 2025-2029 Consolidated Plan, and 2026-2027 Annual Action Plan. Providing rental assistance to low-income households will also address Mayor / City Council Strategic Goals:

2.1 (A) Coordinate with Housing and social service agencies to reduce homelessness

2.1 (B) Continue supporting Tenant-Based Rental Assistance providers through pilot programs that address gaps in services, and by expanding existing programs.

Previous Council Actions

Use of CDBG Public Service funds for emergency rental assistance is included in the City's 2025-2029 Consolidated Plan and 2026-2027 Annual Action Plan budget, as approved by City Council on April 13, 2026.

*Discussion**Brief Background*

The CDBG subrecipient agreement with CTSO will provide up to \$55,000 to support emergency rental assistance to income-qualifying households. Public Service expenditures in the FY26-27 program year are capped at 15% of the City's annual allocation. Per CDBG regulations, funds may be used to support up to 3 consecutive months of rental or arrearage assistance for income-qualifying households. Emergency rental assistance and homelessness prevention were identified as high priorities in the Needs Assessment of the 2025-2029 Consolidated Plan.

Fiscal and Budget Impact

There will be no change to the City general fund as a direct result of executing the proposed agreements. The funding proposed for this project is from HUD allocations for purposes approved in the Consolidated Plan and Action Plan.

Recommendation

Staff recommends that the Community Development Commission forward the resolution to the Urbana Committee of the Whole with a recommendation of approval.

Attachments

1. A Resolution Authorizing the Execution of an Intergovernmental Agreement for Rental Assistance Between the City of Urbana and Cunningham Township Supervisor's Office FY27

Prepared by: Chris Kalter, Grants Manager

RESOLUTION NO. _____

A Resolution Approving and Authorizing the Execution of an Intergovernmental
Agreement for Rental Assistance Between the City of Urbana and Cunningham
Township Supervisor's Office

WHEREAS, On April 13, 2026, the City Council of Urbana, Illinois passed Resolution No. 2026-04-051R approving the City of Urbana and Urbana HOME Annual Action Plan FY 2026-2027 authorizing certain activities under the Public Service Activity Program; and

WHEREAS, the City of Urbana ("City") is a home rule unit of local government pursuant to Article VII, Section 6, of the Illinois Constitution, 1970, and may exercise any power and perform any function pertaining to its government and affairs, and the passage of this Resolution constitutes an exercise of the City's home rule powers and functions as granted in the Illinois Constitution, 1970; and

WHEREAS, Cunningham Township Supervisor's Office operates a rental assistance program for Low- and Moderate-income Urbana residents; and

WHEREAS, Section 10 of Article VII of the Constitution of the State of Illinois, 1970, provides authority for units of local governments to contract or otherwise associate among themselves to obtain and share services and to exercise, combine or transfer any power or function in any manner not prohibited by law or ordinance; and

WHEREAS, the Intergovernmental Cooperation Act (5ILCS 220/1-220/9) provides that any one or more public agencies may contract with any one or more other public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform provided that such contract shall be authorized by the governing body of each party to the contract; and

WHEREAS, The City Council of the City of Urbana, Illinois, has found and determined that execution of the attached Intergovernmental Agreement is desirable and necessary to carry out one of the corporate purposes of the City of Urbana, to wit: implementation of Strategies and Objectives to Address the Affordable Housing Needs of Low- and Moderate-Income Households described in the City of Urbana and Urbana HOME Consortium FY 2025-2029 Consolidated Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1. That an Intergovernmental Agreement pertaining to the provision of rental assistance for Urbana residents, between the City of Urbana and Cunningham Township Supervisor's Office, in substantially the form of the copy of said Agreement attached hereto and hereby incorporated by reference, be and the same is hereby authorized and approved.

Section 2. That the Mayor of the City of Urbana, Illinois, be and the same is hereby authorized to execute and deliver and the City Clerk of the City of Urbana, Illinois, be and the same is authorized to attest to said execution of said Agreement as so authorized and approved for and on behalf of the City of Urbana, Illinois.

PASSED by the City Council this _____ day of _____, _____.

AYES:

NAYS:

ABSTAINS:

Darcy E. Sandefur, City Clerk

APPROVED by the Mayor this _____ day of _____, _____.

DeShawn B. Williams, Mayor



City of Urbana
400 S Vine Street, Urbana, IL 61801
www.urbanainillinois.us

MEMORANDUM TO THE COMMUNITY DEVELOPMENT COMMISSION

Meeting: August 25, 2026

Subject: A Resolution Approving and Authorizing the Execution of an Urbana HOME Consortium Subrecipient Agreement designating Courage Connection as a subrecipient of HOME program funds for Tenant Based Rental Assistance FY27

Summary

Action Requested

The City of Urbana Grants Division requests the Community Development Commission forward the attached resolution approving and authorizing a Urbana HOME Consortium Subrecipient Agreement designating Courage Connection as a subrecipient of HOME program funds for Tenant Based Rental Assistance to the Urbana Committee of the Whole with a recommendation of approval.

Relationship to City Services and Priorities

Impact on Core Services

There will be no direct impact on core city services as a result of approving this resolution. Funds will come from the Department of Housing and Urban Development's HOME Investment Partnerships (HOME) allocation. By providing tenant based rental assistance resources to two households currently in Courage Connections TBRA program.

Strategic Goals & Plans

The execution of the subrecipient agreements will further the goals and objectives outlined in the City's 2025-2029 Consolidated Plan, and 2026-2027 Annual Action Plan. Providing rental assistance to low-income households will also address Mayor / City Council Strategic Goals:

2.1 (A) Coordinate with Housing and social service agencies to reduce homelessness

2.1 (B) Continue supporting Tenant-Based Rental Assistance providers through pilot programs that address gaps in services, and by expanding existing programs.

Previous Council Actions

Use of HOME funds for tenant based rental assistance is included in the City's 2025-2029 Consolidated Plan and 2026-2027 Annual Action Plan budgets, as approved by City Council on April 13, 2026.

*Discussion**Brief Background*

The HOME subrecipient agreement with Courage Connection will provide up to \$14,858 to support rental assistance to two income-qualifying households that are currently in Courage Connections TBRA program. Rental assistance and homelessness prevention were identified as high priorities in the Needs Assessment of the 2025-2029 Consolidated Plan.

Fiscal and Budget Impact

There will be no change to the City general fund as a direct result of executing the proposed agreements. The funding proposed for this project is from HUD allocations for purposes approved in the Consolidated Plan and Action Plan.

Recommendation

Staff recommends that the Community Development Commission forward the resolution to the Urbana Committee of the Whole with a recommendation of approval.

Attachments

1. A Resolution Authorizing the Execution of an Urbana HOME Consortium Subrecipient Agreement designating Courage Connection as a subrecipient of HOME program funds for Tenant Based Rental Assistance FY27

Prepared by: Chris Kalter, Grants Manager

RESOLUTION NO. _____

A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF
 AN URBANA HOME CONSORTIUM SUBRECIPIENT AGREEMENT
 DESIGNATING COURAGE CONNECTION AS A SUBRECIPIENT OF HOME
 PROGRAM FUNDS FOR TENANT BASED RENTAL ASSISTANCE FY27

WHEREAS, the City of Urbana ("City") is a home rule unit of local government pursuant to Article VII, Section 6, of the Illinois Constitution, 1970, and may exercise any power and perform any function pertaining to its government and affairs, and the passage of this Resolution constitutes an exercise of the City's home rule powers and functions as granted in the Illinois Constitution, 1970; and

WHEREAS, The City Council of the City of Urbana, Illinois, has found and determined that execution of the attached subrecipient agreement is desirable and necessary to carry out one of the corporate purposes of the City of Urbana, to wit: implementation of Strategies and Objectives to Address the Affordable Housing Needs of Low- and Moderate-Income Households described in the City of Urbana and Urbana HOME Consortium (Champaign/Urbana/Champaign County) FY 2025-2029 Consolidated Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1. That an Agreement providing \$14,858 in HOME Program funds, for the funding of a tenant-based rental assistance program, between the City of Urbana and Courage Connection, in substantially the form of the copy of said Agreement attached hereto and hereby incorporated by reference, be and the same is hereby authorized and approved.

Section 2. That the Mayor of the City of Urbana, Illinois, be and the same is hereby authorized to execute and deliver and the City Clerk of the City of Urbana, Illinois, be and

the same is authorized to attest to said execution of said Agreement as so authorized and approved for and on behalf of the City of Urbana, Illinois.

PASSED BY THE CITY COUNCIL this _____ day of _____, _____.

AYES:

NAYS:

ABSTAINED:

Darcy E. Sandefur

APPROVED BY THE MAYOR this _____ day of _____, _____.

DeShawn B. Williams, Mayor