



*UNAPPROVED*  
**MINUTES**  
**COMMUNITY DEVELOPMENT COMMISSION MEETING**  
**Tuesday, February 27, 2018, City Council Chambers**  
**400 South Vine Street, Urbana, IL 61801**

**Call to Order:** Commissioner and Acting Chairperson Heinze-Silvis called the regular meeting to order at 7:02pm.

**Roll Call:** Kelly Mierkowski called the roll. A quorum was present.

**Commission Members Present:** Michael Braun, Anne Heinze-Silvis, Chris Diana, Karin Hodgkin-Jones, Rev. Robert Freeman, James Winston, and Abdulhakeem Salaam

**Commission Members Excused/Absent:** Fred Cobb and Jerry Moreland

**Others Present:** Kelly Mierkowski, Matt Rejc and Don Ho, Community Development Services; Isak Griffiths, Courage Connection; Jeremy Overman, Real Life Singles

**Approval of Minutes:** Commissioner and Acting Chairperson Heinze-Silvis asked for approval or corrections to the January 24, 2018 minutes. Commissioner Freeman moved to approve the minutes as written and Commissioner Salaam seconded the motion. The motion carried unanimously.

**Petitions and Communications:** Commissioner and Acting Chairperson Heinze-Silvis asked if there was any written communication to the Commission, there were none.

**Audience Participation:** Commissioner and Acting Chairperson Heinze-Silvis stated that audience members could speak if they so wished or after a particular item is presented, no one from the audience stepped forward to speak.

**Staff Report:** Kelly Mierkowski, Grants Management Manager, provided a brief overview of the staff report provided to the Commissioners that evening, which included HUD activities, staff activities, meetings attended, the FY 18-19 Annual Action Plan process, the upcoming Consolidated Social Service Fund process, and various projects and programs. Commissioner Freeman asked about the updated policies and procedures, and whether or not the Commission will need to be briefed on them. Ms. Mierkowski stated that the policies and procedures are internal to the Grants Management Division and are not related to the Commission.

**Old Business:** Commissioner and Acting Chairperson Heinze-Silvis asked if there was any old business. No old business items were presented for discussion.

**New Business:** **CDBG Public Service Funding Priorities as part of the Consolidated Social Service Funding Pool (FY 2018-2019)**

Ms. Mierkowski stated that the priorities for the Community Development Block Grant (CDBG)-funded portion of the Consolidated Social Service Fund (CSSF) will be used to identify the agencies that will be funded with CDBG funds from among the agencies that City Council selects for funding. She also stated that the CSSF began in 1996, and that last year the total funding disbursed through the CSSF amounted to \$250,000. These funds were provided by the City of Urbana, Cunningham Township, and the Grants Management Division's allocation of CDBG funds.

Ms. Mierkowski stated that the recommended priorities stem from the FY 2015-2019 City of Urbana and Urbana HOME Consortium Consolidated Plan. She stated that the goal of “[s]upport[ing] services and training for low-income persons” is recommended because few other grants apply to this category. She said that the other recommended priority concerns the desire to support homeless needs.

Commissioner Freeman asked about the general direction of the FY 2015-2019 City of Urbana and Urbana HOME Consortium Consolidated Plan. Ms. Mierkowski replied by stating that staff populates the Consolidated Plan with the identified needs voiced by community members and organizations. Commissioner Freeman asked how the recommended goals relate to the Consolidated Plan, and Ms. Mierkowski responded by stating that the goals stem directly from the Consolidated Plan. Commissioner Freeman asked if the priorities can be changed at a later time if need be, and Ms. Mierkowski replied that the Consolidated Plan can be amended, and that a new Consolidated Plan will be published for the upcoming FY 2020-2024 timeframe.

Commissioner and Acting Chairperson Heinze-Silvis stated that ideally the priorities are broad enough to encompass a wide range of beneficial projects. Commissioner Diana reiterated that the recommended priorities are flexible enough for almost any type of project.

Commissioner Winston asked about the types of projects that might fit in the first recommended priority, and Ms. Mierkowski responded that the Urbana Youth Development and Employment Program at the Urbana Neighborhood Connections Center was selected due to the identified priority of supporting services and training for low-income persons last year. Commissioner and Acting Chairperson Heinze-Silvis asked how these priorities impact funding decisions, and Ms. Mierkowski stated that staff decides to distribute CDBG funds based on the funding allocations determined by Council, and in light of other considerations related to CDBG regulations.

Jeremy Overman asked Ms. Mierkowski about specific goal #9 on the memorandum, and in particular if a list of Consortium neighborhoods exists. Ms. Mierkowski explained the concept of the Community Development Target Area and the programs that are tied to it, and that a map of the updated Target Area is included in the memorandum for the update to the Target Area that was brought before the Commission and City Council last month.

Commissioner Diana moved to recommend approval of the priorities recommended by staff. Commissioner Freeman seconded the motion. The motion carried unanimously.

Ms. Mierkowski invited Isak Griffiths to address the Commission. Ms. Griffiths acknowledged the work of Ms. Mierkowski and Mr. Rejc to understand the needs of the community and use

that information to inform their planning work and funding decisions. Ms. Griffiths supported the priorities that were recommended by staff and the Commission.

**AN ORDINANCE AUTHORIZING THE SALE OF CERTAIN REAL ESTATE (909 North Harvey Street)**

Mr. Rejc stated that the property is a vacant and grass-covered lot in north Urbana that was acquired in 2010 using CDBG funds, and the City has maintained the property since that time. He explained that the City has been waiting for a Community Housing Development Organization (CHDO) to express interest in acquiring it for the purposes of affordable housing development. Recently, Habitat for Humanity of Champaign County has demonstrated their willingness to accept the parcel for the purposes of future affordable housing development.

Mr. Rejc said that the attachments to the memorandum are legal documents required in property transfers. He also said that the development of affordable housing on the parcel could help to bolster the City's tax base and promote the development of affordable homeownership opportunities.

Commissioner Freeman asked about the quitclaim deed and its purpose. Mr. Rejc explained that the City will hold the quitclaim deed and sign it if the new owner of the parcel does not construct affordable housing on the parcel within a specified amount of time.

Commissioner Braun moved to recommend approval of the Ordinance as written. Commissioner Winston seconded the motion. Commissioner Diana mentioned that the property at 909 North Harvey Street was highly blighted property at one time. The motion carried unanimously.

**Study Session:** No items for this agenda.

**Adjournment:** Seeing no further business, Commissioner and Acting Chairperson Heinze-Silvis adjourned the meeting at 7:37 p.m.

Recorded by



Matthew Rejc, AICP  
Community Development Coordinator

*UNAPPROVED*