



*APPROVED*  
**MINUTES**  
**COMMUNITY DEVELOPMENT COMMISSION MEETING**  
**Tuesday, March 28, 2023, City Council Chambers**  
**400 South Vine Street, Urbana, IL 61801**

**Call to Order:** At 6:05 p.m., Chairperson Anne Heinze-Silvis called the meeting to order.

**Roll Call:** The roll was called by Community Development Coordinator, Breaden Belcher. A quorum was in place.

**Commission Members Present:** Anne Heinze-Silvis, Chris Diana, DeShawn Williams, and Patricia Jones

**Commission Members Excused/Absent:** Rev. Robert Freeman

**Others Present:** Sheila Dodd, Grants Management Division Manager; Breaden Belcher, Community Development Coordinator; and Hillary Ortiz, Office Specialist

**Approval of Minutes:** A motion to approve the minutes for the February 28, 2023 meeting was made by Commissioner Jones. Commissioner Williams seconded the motion, at it carried unanimously.

**Petitions and Communications:** There were no Petitions or Communications to discuss.

**Audience Participation:** There were no audience members present. No public comments were received.

**Staff Report:** Mrs. Dodd notified the commissioners that the City had received a response letter from HUD pertaining to the City's FY 21/22 CAPER. Mrs. Dodd explained, when the City wrote the Consolidated Plan back in 2020, the number of proposed project totals under each goal was an estimate of what the City could reasonably complete each year. She stated that the letter from HUD was a request for the City to amend its ConPlan and replace the estimated numbers with the actual project totals that were completed in the last year. HUD also asked that the City provide a brief explanation of why certain totals were not met, where applicable. Mrs. Dodd ran through the list of unmet project totals and their explanations with the commissioners. A brief discussion regarding a few specific projects was had.

Mr. Belcher provided an update on how the FY 23/24 Youth Services Grant application process was going. He stated that the applicant portal was currently open and the City would be accepting applications until Friday, March 31<sup>st</sup>. Mr. Belcher stated that he had hosted two informational workshops, each of which had a decent turnout, so he was hopeful that this round of applications would contain some great program ideas. Mr. Belcher reminded the commissioners that when the application portal closes on March 31st, the YSG Review Committee would meet to review, score, and discuss which applications they would like to forward to the commissioners, for their approval. Mr. Belcher noted that the commissioners could expect to see the list of recommended applications at the April 2023 CD Commission Meeting. Any applications that the commissioners approve of will be forwarded to City Council for their approval, with all approved program agreements being signed and implemented on July 1, 2023.

**Old Business:** There was no unfinished business to discuss.

**New Business:** Mrs. Dodd notified the Commissioners that it was time for the City to renew its Subrecipient Agreement with Champaign County Regional Planning Commission, for the Senior Repair Housing Rehabilitation Program. Mrs. Dodd explained that the new agreement is much the same as the current one, though an increase in overall program funding was made. The decision to increase the overall funding for this program is due to the fact that covid restrictions are over, so the City will be able to provide assistance to more residents over the next two years than they were able to during the previous two. The commissioners and Mrs. Dodd had a conversation regarding the potential necessity for increasing the per-project funding. Mrs. Dodd explained that CCRPC was offered an increase in per-project funding, but did not deem it a necessary change at this time. Mrs. Dodd further stated that if an applicant ends up needing rehabilitation assistance that falls outside the spending limit of a Senior Repair the applicant would still be able to receive assistance through the City's Emergency Grant program instead.

Chairperson Anne Heinze-Silvis requested a vote on whether or not the commissioners wanted to forward the proposed Senior Repair, Subrecipient Agreement to Council for approval. Commissioner Jones moved to forward the funding recommendations to City Council, with the recommendation for approval in their current form. The motion was seconded by Commissioner Williams and unanimous approval through a voice vote was granted.

Mrs. Dodd presented the commissioners with an overview of the two resolutions that were included in their packets. Mrs. Dodd stated that the City received two requests for Bond Caps this year, one from the Eastern Illinois Economic Development Authority, and another from the Illinois Housing Development Authority. Mrs. Dodd explained that a Bond Cap is a tax-exempt bond, issued by local or state government, for financing projects owned and operated by a private user. Mrs. Dodd reiterated to the commissioners that Bond Caps are not City cash, but rather they are a bonding authority that the City would give the two agencies for them to apply for. Mrs. Dodd noted that this year's available Bond Cap Authority was raised to \$120,000 per person, and with the City's population at 38,681 people, the total Bonding Authority amounts to \$4,641,720,000. Mrs. Dodd stated that the City has proposed for 50% of the Bonding Authority be given to Eastern Illinois Economic Authority, and the other 50% to go to IDA. She explained that, while the City of Urbana is the one providing the Bonding Authority, there is no requirement that either organization has to utilize its funding to benefit Urbana. Mrs. Dodd noted that the City of Urbana has 3 pending, tax credit applications in Chicago, which will hopefully be approved soon. The City

of Urbana hopes that some of the Bond Cap funding would be utilized to fund those projects, though again, there is no requirement on this. Mrs. Dodd further explained that any bond authority not distributed out by the City of Urbana before June 1<sup>st</sup>, will go back to the State of Illinois and be redistributed towards projects of the State's choosing. Mrs. Dodd stated that even though these funds are not guaranteed to benefit the City of Urbana if the commissioners approve that the Bond Cap Authority be given to the aforementioned organizations, there is at least a chance that the City will benefit from them.

Chairperson Anne Heinze-Silvis requested a vote on whether or not the commissioners wanted to forward the proposed Bond Cap Authority Resolutions to Council for approval. Commissioner Diana moved to forward the funding recommendations to City Council, with the recommendation for approval in their current form. The motion was seconded by Commissioner Jones and unanimous approval through a voice vote was granted.

**Study Session:** There were no Study Session items for this agenda.

**Adjournment:** At 6:21 p.m., Chairperson Anne Heinze-Silvis adjourned the meeting.

Recorded by

Hillary L. Ortiz  
Office Specialist